

Minutes of the Board of Finance
Dec. 12, 2011 – Police Station Conference Room – 7 p.m.

Members present: Justin Donnelly, Joseph Sangiovanni, Ryan Anderson, Brian Kost, Chris Childs, Scott Lingenfelter; alts. Peter Boyd, Tracy Eccles, Eric Harrington
Also present: First Selectman McAnaney, Treasurer Christine Davidson, Director of Finance Deborah Cerrato

Chairman Justin Donnelly called the meeting to order at 7 p.m.
Citizen Comment: None
Correspondence: None

The Chairman welcomed the new members to the Board; Mr. Lingenfelter and Mr. Childs.

Election of Officers: Mr. Kost nominated Mr. Donnelly as Chairman, Mr. Lingenfelter seconded. The Chairman called for any other nominations. There were none. By unanimous vote, Mr. Donnelly was elected as the Chairman of the Board of Finance. Mr. Childs nominated Mr. Sangiovanni as Vice Chairman; Mr. Anderson seconded. The Chairman called for any further nominations. There were none. By unanimous vote, Mr. Sangiovanni was elected as Vice Chairman.

The Chairman reported that Peter Boyd has informed him that he may be missing some of the meetings in the next four months, due to additional business responsibilities.

Minutes of the Nov. 14, 2011 meeting: Mr. Anderson moved to approve the minutes as amended by the following changes: p. 2, 7th paragraph, add ...stand on “ the outstanding FEMA Declaration” and collection of the debris and cost and p.2. 9th paragraph, add to the 4th line, for the cost “of damages” following the first the first 72 hours of the storm is approved. Mr. Sangiovanni seconded. The minutes of the Nov. 14 meeting were approved by unanimous vote.

Mr. Donnelly stated for the record, we received the District count of the Suffield Public Schools. I will tell you that after our last meeting, I spoke with the Superintendent of Schools. I think I did not suggest loud enough that this report tells us nothing, and I was not successful with the Superintendent. I will try again tomorrow with Sue Porcello, the newly elected Chairman of the Board of Education.

Appointment of the Retirement Commission representative: The Chairman asked for volunteers. Mr. Chris Childs volunteered and will represent the Board of Finance on this Commission replacing Brian Kost.

Application for Grant – Police – DOT DUI grant program

Captain Craig Huntley – We would like to apply for a Department of Transportation grant for enforcement of DUI (driving under the influence of alcohol) which would allow the Suffield Police Department to conduct two DUI checks. The funding of this grant would be a 75%/25% split. The Town’s share for this program would \$5,700. The Board of Selectmen approved this grant application providing the budget of the Police Department would fund the Town’s share of

\$5,700 for this fiscal year. The PD may not be able to fund the Town's share for the year 2012-13. He is asking for approval to submit this grant application. Mr. Kost moved to allow the Police Department to apply for the DOT DUI grant; Mr. Sangiovanni seconded. The motion was approved by unanimous. The Director of Finance will forward to the BoF the entire document.

Funding Transfer – Board of Education School Boiler Replacement Project

Mr. Edward Basile, Director of Fiscal Administration was present and reported that the current year capital budget has \$75,000 earmarked for the boiler replacement and dual fuel conversion at McAlister School. However the lowest bid was \$85,329. In addition we have \$6,000 in engineering expenses for a total of \$91,329, thus over the authorized budget amount by \$16,329. Yankee Gas, through the Connecticut Energy Efficiency Fund (CEEF) has approved an incentive payment of \$17,951 towards the replacement cost of the McAlister boiler, the actual cost to the Town for the project is \$73,378. He requests a transfer of \$16,329 so that the project may be continued. Mr. Kost asked how much money now is in the Town Improvement Fund. The Director of Finance Deborah Cerrato noted a balance of \$172,000. Mr. Kost moved to transfer \$16,329 from the Town Improvement Fund for the McAlister Boiler Replacement, 1088102-59150. Mr. Sangiovanni seconded. The motion was approved by unanimous vote.

Salary Adjustment – non union executive/professional employees – First Selectman McAnaney

Mr. McAnaney: This was approved in November by the Board of Selectman. This is a proposed 2.5% salary adjustment, retroactive to July 1, 2011 for the non union group that is eligible for health insurance. This is for 25 people and does not include First Selectman or the WPCA Business Administrator. This mirrors the union contracts as well. The total of increase is \$41,431.62. All the contracts have been settled and approved by the Board of Selectman. I believe that this amount is included in the budget. Noted is a 2.5% adjustment for the position of the First Selectman (\$2,003.70). The Board of Selectmen voted to increase that position as of December 1, 2011. Ms. Cerrato stated that adjustments for the Town Hall union were included in the FY 2011/12 budget. The Board raised the question of how much of the increases were budgeted. Mr. Sangiovanni stated that we need a breakdown of these figures. The union increases for the Fire, Police Highway and Library Unions was not included in the FY 2011/12 budget since they were finalized after the budget was adopted. Only the Town Hall Union had finalized their contract in time for the budget. Mr. Donnelly suggested to the First Selectman, that at some point, the Board of Finance meet with the First Selectman in a special meeting to go over and review the new contracts and note the impact on the current and proposed budget.

After discussion, the BoF tabled this issue of Salary Adjustment to the next regular meeting.

Storm Alfred Cost Update

First Selectman McAnaney stated that the Town had made an emergency declaration of \$1,066,000. This was spent on clean up cost. The Town contracted with Ashbritt. We had some money left over and we used that and hired other contractors to come in on a different basis and continued to do work for the Town. Once that money was largely expended, we also used our own Highway crews to go and pick up the remainder of the debris. CL&P is providing us with one or perhaps two crews at no cost to the Town, to go around and look for dangerous limbs that are threatening power lines. They are trimming these limbs, and are leaving them on the ground,

and our own highway crews are obligated to take the cut limbs to the landfill. I will say that the clean up is largely complete.

The paperwork shows the expense detail – Storm Alfred that the Town has incurred. We believe that some of this can be claimed against the FEMA Emergency Declaration which I believe came, after your last meeting. FEMA has promised to reimburse the Town 75% of its expenses. We will have to pay the \$1,066,000 in advance of being reimbursed. Ms. Cerrato stated that the Town has just received money from FEMA for the January storm. Mr. McAnaney stated that FEMA is not ready to accept claims yet. It may be a year before we receive any reimbursement. We did not go over the \$1,066,000 the BoF authorized. The amounts as shown in the Expense Detail – Storm Alfred 2011 report are all within the operating budgets and may need to be funded from other areas of the general fund budget.

Mr. McAnaney stated that the company recommended by the State for debris clean up was probably not the thing to do. Mr. Anderson stated that we should expect pressure on these operating budgets throughout the year. But 75% of this should be reimbursed by FEMA.

Budget Highlights – Director of Finance Deborah Cerrato noted that the Town has received to date from the State Revenues, \$3,567,233.66. She stated that the December Highway overtime has spent \$21,200 through payroll processed through 12/1/11 – budget is \$50,000. Debris cleanup costs as of 11/29/11 is \$1,025,087.50.

First Selectman's Report – Mr. McAnaney informed that the Board of Selectmen terminated the State of Emergency at the last Selectmen's meeting. He noted that we are pondering a inter local agreement with East Granby regarding the Animal Control Officer where by we would share the Animal Control Officer and East Granby will pay us money to do that. We anticipate a payment of \$16,000 for use of our Animal Control Officer. That is not finalized. We have an agreement in principal and the Board of Selectmen have authorized the First Selectman to go ahead with the agreement. \$15,000 of the \$16,000 will be a direct reimbursement and the remaining \$1000, for fuel costs. We already house the animals from East Granby and are paid by East Granby. It was indicated that this would not have an adverse affect on our Animal Control services or the Inmate Program.

We have finalized the Highway Department contract. All contracts have been settled and approved. Mr. Lingenfelter asked the Board of Selectmen to look at the Town's bid policy. Maybe there should be a limit to the amount that can use the State bid. Mr. McAnaney stated that he believed that if the Town had gone out to bid, we would have saved money. The State has run into problems with their roads; some of the State roads still have debris piled on the roadside.

Chairman Donnelly reminded everyone of the TRI Board Meeting, Monday, Dec. 19, at 7 p.m. in the SVAA facility. The meeting was adjourned at 8:00 p.m.

Respectfully submitted, Bobbie C. Kling, Secretary BF.MINUTES.DEC.12.2011

