

Approved

**SALEM BOARD OF FINANCE
REGULAR MEETING MINUTES
January 14, 2010**

PRESENT

TJ Butcher (Alt)
Janet Griggs
Kevin Freiart
George Householder
Georgia Pech
Bill Weinschenker

ABSENT

Carol Eckart
R. Traylor (Alt)
Greg Preston

B. Weinschenker called the meeting to order at 7:34 PM

Recognition of Visitors-N/A

Seat Alternates:

M/S/C (Griggs/Householder) to seat G. Pech for C. Eckart

Vote: Approved Unanimously

M/S/C (Householder/Pech) to seat TJ Butcher for G. Preston

Vote: Approved Unanimously

Communications:

- Chairman Weinschenker had two pieces of correspondence that he had just received this evening, which he did not get a chance to look at.
- Another communication was from the BOE concerning the school's budget being under funded this year. The State Statutes require the budget to be equal to that of the 2008/2009 budget year. This Statute was passed by the State in September, after the Town's budget was approved. The penalty for the budget being under funded is double the short fall. Chairman Weinschenker and First Selectman Lyden will meet with the BOE on January 21st to discuss the details on this issue.
- B. Weinschenker received a communication from R. Traylor apologizing for not attending the meeting. He is still interested in serving and attending the meetings.

**1. Approve minutes from December 10, 2009 Regular Meeting
M/S: (Freiert/Griggs) to approve the regular meeting minutes as
presented.**

J. Griggs requested that the statement regarding in-kind services be revised. Section 8, page 4 should read that Sue Spang has been reimbursing salaries out of her grant. V. Casey will check the tape from last month's meeting and revise this quote.

The motion about dedicating the Town's report was made by TJ Butcher. G. Pech found a few spelling errors that she will go over with V. Casey after the meeting.

**M/S/C: (Freiert/Householder) to table the approval of the regular
meeting minutes to correct the statement made by J. Griggs.**

2. Treasurers Report (See file copy)

- J. Griggs asked the Treasurer to stand at the podium under the microphone.
 - Revenues are up. The Tax Collector has been collecting taxes from previous years.
 - A check was received from the PequotMohegan for \$6963.85
 - The Treasurer asked the BOF to look at the General Fund Sweep Account that is at \$156,883.29. The retired treasurer would keep more money in this account because it is hard to determine the dollar amount of the School's payroll and AP. During the last week of 2009 money was transferred from the General Fund before M. Ferren was able to reimburse this account to cover the expenses. A bank fee of \$108 was charged and will be refunded to the town's account next month.
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- M. Ferren informed the BOF that she found the agreement between the Town of Salem and Chelsea Groton Bank stating that all funds

deposited with Chelsea Groton are fully insured. A copy of this agreement was mailed to the Audit firm of Marien and Company

- M Ferren informed the BOF that the following accounts were not on the Fund Balance report.

People's Bank Salem Public Nursing Board \$1900

David Krodel Scholarship \$2200

It was the consensus of the BOF that these accounts should be included on the Fund balance sheet.

The Dog Fund is handled by the Town Clerk and should not be on the Fund balance report.

- The Treasurer directed the BOF attention to the new format on the last page of her report. The Treasurer had many question on the best way to format the bottom half of the Fund Balance report and will contact K. Siebert for answers.
- The Undesignated Fund Balance is 6.76% of budget.
- G. Householder asked where the ARRA money is that was given to the school. K. Friert stated that the money will go into the General Fund. M. Ferren will meet with K. Gagdere to reconcile the school account. First Selectman Lyden will speak with Marien & Co. to find out about how this money will affect the Town's Funds.
- The Treasurer renewed some CDs at .895 for one year.

3. **Public Comments N/A**

4. **Selectman Report (Handouts included with minutes)**

- First Selectman Lyden informed the BOF that the On Call Program is very close to being depleted. This is due to the salary for the temporary EMT/Firefighter/Maintainer being drawn from this line instead of the EMT/Firefighter salary line as requested by the BOF at an earlier meeting. According to the Town's Charter, salary lines cannot be in the negative. The First Selectman suggested that the On Call Line be increased by \$12,000.

M/S/C (Friert/Griggs) to move \$12,000 from line item 105-40-230(EMT/Fire fighter/Maintainer to the On Call line item #105-040-235.

Vote: Approved Unanimously.

- **Minimum Budget requirement:** First Selectman Lyden and Chairman Weinschenker will meet on January 21, 2010 at 3:30 PM with the BOE. The First Selectman has a phone number to call for more information. The penalty for under funding this year's budget will be about \$65,000. No allowance to this Statute was made for decreases in enrollment. It was suggested that the First Selectman talk with our Representatives.
- **Our Town estimated State funding** - (Packet included with Minutes). Most of the deductions were done in the 2008/2009 year.
- **Grand List:** Norm Wood, Assessor, does not have firm numbers on the Grand List. He expects no drop in the Grand List.
- **FYI** - The Tar Funds of \$113,000 have not been received yet, nor has any town received these funds. This funding is usually distributed in 2 payments. (Aug and Feb). No word on when these funds will be released.
- **Library Salary** - G. Householder inquired as to why the Library's salary line was at a higher percentage. First Selectman Lyden will check on this.

5. **James Savalle - GLVFC.**

- **FYI** – The Ambulance air conditioning and air bag needed repair. These expenses depleted most of the department's repair/maintenance budget line. On December 13th the boiler needed repair. This was done by Reliance Oil. It needed 2 new coils. This repair was necessary because the furnace was not producing hot water. The repairs came to \$1725. J. Savalle informed the BOF that he is not asking for any increases at this time. This is just a FYI in case he will need more money in the future.

6. **Town Meeting**

- Two of the three items that were presented at the Town Meeting where approved, Virtual Town Hall and TOB ARRA Heating/Air Conditioning. The School Building Project was tabled and sent back for plan B. The question will be how to maintain the school building in the mean time. (Which repairs need to be done ASAP?)

7. **Preparation for 2010/2011 Budget Year.**

- Letters were sent out to the Boards and Commissions.

- K. Lyden has asked each department to submit their Capital items to him for review by the BOS. G. Pech was inquiring when the Capital Budget will be discussed . Some BOF members would like to attend this meeting. It was suggested that the members check the agenda on line to find out when the Capital line items will be discussed.

OTHER BUSINESS

On the Agenda change the clerk's name from K. Freiert to G. Preston.

Adjournment

M/S/C (Freiert/Pech) to adjourn at 8:42 pm.

Vote: Approved Unanimously

**Virginia Casey
Recording Secretary**