

Approved

**BOARD OF FINANCE MEETING
SALEM TOWN OFFICE BUILDING
REGULAR MEETING
FEBRUARY 12, 2009 - 7:00 P.M.**

PRESENT:

Eckart, C.
Griggs, J.
Freiert, K.
Householder, G. (Arrived @ 7:21 p.m.)
Pech, G. (Alternate)
Lyden, K. (Alternate)
Weinschenker, W.

ABSENT:

Preston, G

CALL TO ORDER: Chairman Weinschenker called the meeting to order at 7:03 p.m.

RECOGNITION OF VISITORS: N/A

SEAT ALTERNATE IF NEEDED:

M/S/C (Freiert/Eckart) to seat Pech, G. in place of Preston, G.

Yes: (4) Eckart, Freiert, Griggs, Weinschenker

No: (0)

Motion carried unanimously.

COMMUNICATIONS:

- 1.) Chairman Weinschenker passed out the annual Ethics Policy Form to BOF members. The form must be filled out by BOF members each year.
- 2.) Cheryl Philopena sent a letter to the BOF requesting the Tax budget for 2009/2010 be tabled to another night.
- 3.) A letter was received from Blum, Shapiro and Company stating they will not be submitting an audit proposal for the town of Salem.
- 4.) A package was received from the BOE with their reviewed budget proposal for the 2009/2010.
- 5.) Mail from the First Selectman concerning Grand List. As it stands right now, the Grand List will grow by .7%, which amounts to \$70,000.

ADDITIONS TO THE AGENDA:

N/A

1. APPROVAL OF MINUTES: January 8, 2009 - Regular Meeting
January 22, 2008 - Special Meeting

On the January 8th minutes it was noted on page 4, Gardner Lake Fire Dept. that the word current is spelled incorrectly.

M/S/C (Griggs/Freiert) to approve the minutes of the regular meeting of January 10, 2008 as amended.

Yes: (4) Eckart, Freiert, Griggs, Pech, Weinschenker

No: (0)

Motion carried.

K. Freiert noted on page 3, under the line item for SVFCO SCBA request for \$92,358 the vote should read: 2 yes votes 4 no votes. Motion failed. Also remove the footnote.

M/S/C (Freiert/Pech) to approve the minutes of the special meeting of January 22, 2009 as amended.

Yes: (4) Freiert, Griggs, Pech, Weinschenker

No: (0)

Abstain: (1) Eckart

Motion carried.

M/S/C (Freiert/Eckart) to seat Lyden, K. in place of Householder, G.

Yes: (5) Eckart, Freiert, Griggs, Pech, Weinschenker

No: (0)

Motion carried unanimously.

2.) TREASURER'S REPORTS

REVENUE SUMMARY

- Treasurer Siebert noted the February 1st revenues (which include all of the January taxes collected) are at 87.6% of budget, which is in the mid range from the previous years.
- Revenue collected is down from previous years.
- Total revenue is down from previous years. This is due to increase budget and use of undesignated funds.

FUND BALANCE -

The fund balance to date is approximately \$1.169 million.

3.) PUBLIC COMMENTS - N/A

4.) SELECTMAN'S REPORT:

A.) Selectman Ross discussed the letter from the state in regards to increases rate for the State trooper. At this point it is just a recommendation to increase the rate of reimbursement by the town from 70% to 80%.

B.) Selectman Ross stated that the audit is completed.

C.) Selectman Ross is asking the BOF to create 3 new lines under Dept #140 for cell phone. He suggested there be a line for TOB cell phones, PW cell phones and Emergency services cell phones.

The BOF suggested that this be addressed at the March 12th meeting along with other items in this department.

5.) D. BOURDEAU - BUILDING AND MAINTENANCE - SUPPLEMENTAL APPROPRIATION- (HANDOUT INCLUDED WITH MINUTES)

Don informed the BOF that a full contract for maintaining town buildings (not including the school) would be \$24,000. This would include parts, cleaning, etc. Don provided the BOF with a quote of \$4,669 to replace the heat pump for the conference room and \$1,018 for a controller for the Library. The total amount for outstand invoices and the heat pump is \$10,427. The remaining balance in dept #135 is \$16,606. Included in this balance is the \$10,000 matching grant money for the historical buildings. Discussion followed about use of this money.

M/S/C (Freiert/Lyden) to increase line item #135-31-314 in the amount of \$5,700 for heat pump and controller with money taken from the undesignated fund.

Yes: (6) Eckart, Friert, Griggs, Lyden, Pech, Weinschenker

No: (0)

Motion carried unanimously.

6.) VERN VESEY - ZEO/BUILDING BUDGET LINE

Vern explained to the BOF that the ZEO and Building Department should be two different Dept. lines. Department #110 was set up this way because the building inspector and the ZEO person were one and the same person. This is no longer the case. Vern is requesting that the line #110-95-030, ZEO Mileage/Expense be removed from dept #110. It was agreed that the ZEO line should be moved to dept #630.

M/S/C (Freiert/Griggs) to move line item #110-95-0030 from dept 110 to dept #630.

Yes: (6) Eckart, Friert, Griggs, Lyden, Pech, Weinschenker

No: (0)

Motion carried unanimously.

7.) REVIEW/ACT ON BUDGET REQUESTS FOR 2009/2010 BUDGET

a.) #110 - Building Official

Vern Vesey, Building Official, presented his budget request. This line item includes mileage for the Town Sanitarian and ZEO.

M/S/C (Freiert/Pech) to accept Dept #110 - Building Official Dept. in the amount of \$2,604 subject to revision at the March 19, 2009 BOF meeting, for presentation at the public hearing.

Yes: (6) Eckart, Friert, Griggs, Lyden, Pech, Weinschenker

No: (0)

Motion carried unanimously.

b.) #112- Town Clerk

Town Clerk Pat Crisanti reviewed her budget request of \$17,966. The State has reduced their grant by \$2,000 for restoration. Mileage and dues has been less than requested each year but Pat would like to keep this line item as is. G. Pech asked what the New Vision is. New Vision is the land records program that is very user friendly.

M/S/C (Lyden/Griggs) to accept Dept #112 - Town Clerk in the amount of \$17,966, subject to revision at the March 19, 2008 BOF meeting, for presentation at the public hearing.

Yes: (6) Eckart, Friert, Griggs, Lyden, Pech, Weinschenker

No: (0)

Motion carried unanimously.

c.) #114 - Treasurer/Auditor

The board stated that the amount for this year audit is unknown at this time.

M/S/C (Griggs/Lyden) to accept Dept #114 - Treasurer/Auditor in the amount of \$21,850, subject to revision at the March 19, 2009 BOF meeting, for presentation at the public hearing.

Yes: (6) Eckart, Friert, Griggs, Lyden, Pech, Weinschenker

No: (0)

Motion carried unanimously.

Dept #118 is to be tabled until March 12th.

d.) #210 - Security

The board discussed this appropriation with Resident Trooper Seery. It was noted that the salary line item might be adjusted.

M/S/C (Freiert/Pech) to accept Dept #210 - Security Maintenance in the amount of \$204,150 subject to revision at the March 19, 2009 BOF meeting, for presentation at the public hearing.

Yes: (6) Eckart, Friert, Griggs, Lyden, Pech, Weinschenker

No: (0)

Motion carried unanimously.

e.) #220 - Gardner Lake Volunteer Fire Co.

Chief Savalle presented his budget request. Testing hose is done annually. This testing is done for safety. He noted the line item amounts changed to better align the actual purchases. Supplies have increased because the building is used as a community center.

M/S/C (Lyden/Eckart) to accept Dept #220 - GLVF Co. in the amount of \$57,991, subject to revision at the March 19 2009 BOF meeting, for presentation at the public hearing.

Yes: (6) Eckart, Friert, Griggs, Lyden, Pech, Weinschenker

No: (0)

Motion carried unanimously.

f.) #222 - Salem Volunteer Fire Co.

Chief Maiorano presented his budget to the board. Testing is air bottle, ladder, etc. Vehicle maintenance is all maintenance. There was a discussion regarding insurance coverage for the fire departments. It was noted the 2 departments are working together to get the best price for the town. Both fire departments are working together to get the best prices for equipment.

M/S/C (Freiert/Lyden) to accept Dept #222 - SVF Co in the amount of \$65,596, subject to revision at the March 19, 2009 BOF meeting, for presentation at the public hearing.

Yes: (6) Eckart, Friert, Griggs, Lyden, Pech, Weinschenker

No: (0)

Motion carried unanimously.

g.) #230 - Ambulance

Chief Savalle distributed updated budget requests for this department. The ambulance needs new tires this year. New tools are needed because of structures of new vehicles.

M/S/C (Freiert/Pech) to accept Dept #230 - Ambulance in the amount of \$31,640, subject to revision at the March 19, 2009 BOF meeting, for presentation at the public hearing.

Yes: (6) Eckart, Freiert, Griggs, Lyden, Pech, Weinschenker

No: (0)

Motion carried unanimously.

h.) #240 - Public Safety

Don Bourdeau and Sal Crisanti addressed the BOF on Dept #240.

Don Bourdeau addressed the board on a new alarm system. Public Work department has neither fire nor burglar system. He also wants to upgrade the TOB's alarm system. Don presented the board with a proposal from Integrated Security Solution, which includes a video monitoring system. The board suggested that this be placed in the capital budget.

M/S/C (Freiert/Pech) to accept Dept #240 - Public Safety in the amount of \$58,881, subject to revision at the March 19, 2009 BOF meeting, for presentation at the public hearing and to address the \$12,000 alarm system in the Capital Budget.

Yes: (6) Eckart, Freiert, Griggs, Lyden, Pech, Weinschenker

No: (0)

Motion carried unanimously.

The 10 year plan will be addressed at the next meeting. The school septic system will be deducted for the site line item in the year 2010/2011 in the amount of \$521,766.

M/S/C (Freiert/Lyden) to adjourn at 9:10 P. M.

Yes: (6) Eckart, Freiert, Griggs, Lyden, Pech, Weinschenker

No: (0)

Motion carried unanimously.

Virginia Casey

Recording Secretary, BOF