

Unapproved

SALEM BOARD OF FINANCE REGULAR MEETING MINUTES March 8, 2012

PRESENT

Carole Eckart
T. J. Butcher
George Householder
Greg Preston
John Dolan
David Kennedy
Peter Lee
Janet Griggs
Bill Weinschenker

ABSENT

B. Weinschenker called the meeting to order at 7:07 PM

Recognition of Visitors: None

Communications: NONE

Additions to Agenda: None

1. APPROVAL OF MINUTES:

- **Approve minutes from February 9, 2012 Regular Meeting
M/S/C: (Householder/Preston) to accept the regular meeting minutes as presented.**

Vote: Approved Unanimously

- **Approve minutes from February 16, 2012 Special Meeting
M/S/C: (Griggs/Preston) to accept the regular meeting minutes as presented.**

Vote: Approved Unanimously

2 Treasurers Report (See file copy)

- Overall, total revenue collection rate is at 86.5%
- Adjustments in the presentation of the spreadsheet for special funds were made this month.
- M. Ferren is continuing to investigate any restriction to the special fund accounts.

3. Public Comments

Alice Gaito comments to the BOF:

Thanked the BOF, the school administrator and the teachers for their time and dedication. The three major fixed cost increases in the BOE budget are tuition, bus contract and salaries.

The concern of the BOF should be needs of the students.

Denise Orsini, Pleasant Hill Rd, comments to the BOF:

Ms. Orsini moved here from Arizona. The town where she lived had sidewalks, beautiful play grounds, and a CVS. The quality of the Salem School System was the reason that she chose to live in Salem. The incentive to bring people into the town is the school system. The school is the jewel of the town.

Richard Amato Buckley Rd Comments to the BOF:

Mr. Amato looked at the national ranking of schools and the Salem School is above average. Mr. Amato stated that he works with children in the scouts and baseball organizations and he sees a difference in Salem students compared to other towns' students. The school makes a difference with children. He would like to see the quality of education continue for this generation and the next.

Sarah Dubrava Round Hill Rd comments to the BOF:

When Ms. Dubrava was looking at homes to purchase her search for school test scores was very important. The Salem School students' scores are above average. She would like to see the quality of education continue for this generation and the next.

4 Selectman's Report

First Selectman K. Lyden reported the following information to the BOF.

- Liability insurance will remain the same but the Workman comp insurance will increase 5% at the signing of the town's next contract 2013/2014 year.

- There will be a farmers market located at 89 Norwich Rd running from the last Thursday in June to the last Thursday in October. It will be held on Thursdays between the hours of 3 to 6 pm.
- The roundabout for the Salem four corners is on schedule. The work in progress is rewiring and moving electrical equipment. The water supply for the strip mall will be moved to the small building behind the Dunkin Donuts shop. The front white building will be used for fire training before it is raised. This part of the project will be completed by April 30th. There will be delays in the area of the roundabout. Delays in the area will be posted on the salemct.gov website.
- We received a grant for \$8,001. It is a Quick Spent Energy Block Grant. This grant will be used to purchased energy efficient appliances and recycling containers. This is a reimbursable grant and the BOS has approved a supplemental appropriation of \$8,001. Discussion followed as to how to best recognize this expense. It was agreed upon to locate this new appropriation in department #135.

M/S/C: (Butcher/Eckart) to approve creating a new line in department #135 (135-031-0316) in the amount of \$8,001 called Quick Spent Grant with funds coming from the Unassigned Account.

Vote: Approved Unanimously

5. Audit

The BOF was surprised by the dollar amount of the additional work done by Marion & Company to complete the 2010-2011 audit. The Board was aware of the need for additional work in order for the audit to be completed. Discussion followed on the possibility of going out to bid for the 2011-2012 Audit. Even though the BOF is happy with the present Audit firm, it is the Board's responsibility to use tax funds wisely.

M/S/C: (Butcher/Preston) to approve negotiations between K. Lyden, First Selectman, and Marion & Company, town auditor, to settle the charges for \$8,000 and to approve a transfer of \$8,000 from department 138-020-206 to 114-45-451.

Vote: Approved Unanimously

6. Proposed Appropriations for the 2012/2013 Budget.

The BOF was glad to see the many people here to support the school's proposed budget. Thanks were extended to the BOE for the

comprehensive proposal that was presented to BOF. This amount of information was something the Board has always asked for. G. Householder was pleased with the amount of information presented to the BOF by the BOE. The one comment he had concerned the expense of the color presentation booklet. This is the first step in the budget process. The budget not only will have to be approved by the BOF but also by the Town's people at the Town Meeting and the Referendum. The main concern by the many attendees was that the April public hearing was during school vacation and a lot of supporters would be unable to attend the Public Hearing. The BOF encouraged the supporters of the BOE budget to write letter that will be read during the hearing, if they were not able to attend. It was stated that there would be a BOF meeting on March 22nd where the Board will re-address all department budgets previous approved and make any adjustments as necessary to balance the expenses and revenues.

A. Salem School Budget 20012/2013(Packet Included)

Steve Buck, Chairman of the BOE and Kate Griffin, Superintendent of School did a slide presentation of the budget. The proposed budget is \$207,403 increase over the MBR adjusted figures budget for the 2011-2012 year. (The approved budget for the 2011/12-year, at the May 2010 referendum, was \$9,950,000.) It stated that over the last several years, unspent money by the BOE was returned to the town.

The presentation began with the vision and mission statements of the Salem School. Kate Griffin, Superintendent gave information on programs and services grouped into four areas.

They are as follows:

- Core Group – all students study**
- Related Arts – all students study**
- Student Services – all students study**
- Support Services – as needed**

All programs were reviewed. It was stated that Salem needed to expand the Kindergarten class from ½ day to a full day schedule. Other main changes were increasing the budget item for purchasing instructional materials and to maintain a certain dollar amount each year for repairs to the school buildings. No new FTE staffing was added to the budget. The increase expense in the staffing area was due to hiring a staff person with more certifications for the Language Arts position.

Steve Buck's presentation dealt with the budgeted dollar amounts. He highlighted all the major categories and their projected cost. The overall budget amount requested is \$10,234,608. Percentage increases from the 2011/2012 budget to the 2012/2013 proposed budget are as follows:

Certified staff .51, Non Certified Staff 5.01, Benefits 7.46, Special Education 10.16, Transportation 3.44, Tuition 1.59 and Program Improvement/Staff Development 8.44.

S. Buck noted that revenue to fund the proposed budget was broken down as follows:

Federal Funds 2.33%, State Funds 31.45%, Preschool Tuition .07% and Local Funds 66.16%.

J. Griggs was glad to see less money spent on equipment.

G. Householder would like to see paying of a stipend be removed from the union contract. He would like the BOE to prioritize the maintenance part of the budget, ranking the items as most important to least important.

M/S/C (Butcher/Eckart) to remove "Debt Service in the amount of \$92,353" and the Maintenance item "Air Handler in the amount of \$24,000" from the school's proposed budget and add these items to the Capital Fund sheet.

Vote: Approved Unanimously

M/S/C (Butcher/Eckart) to approve the BOE Proposed 2012/2013 budget appropriation in the amount of \$10,118,255 subject to revision at the 3/22/2012 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

B. Revenue (Packet Included)

- Chairman Weinschenker noted that the estimated revenue figures for the 2012/2013 budget looked correct. He noted that Department # 91, Property taxes, is based on the current mil rate. First Selectman Lyden stated that the TAR money should not be used to balance the budget. Accounting to the Auditor, this money is placed in a special fund.

Revenues are as follows:

Dept #92 \$155,579

Dept #93 \$3,170,594

Dept #94 \$137,605

Dept #95 \$37,000

Dept #96 \$6,000

Dept #97 \$41,500

M/S/C (Preston/Griggs) to approve revenue department # 92-97 amounts to be incorporated into the 2012/2013 budget.

Vote: Approved Unanimously

Adjournment

M/S/C (Preston/Griggs) to adjourn at 10:45 PM.

Vote: Approved Unanimously

Virginia Casey

Recording Secretary