

Approved

**SALEM BOARD OF FINANCE
REGULAR MEETING MINUTES
November 12, 2009**

PRESENT

Carole Eckart
Janet Griggs
Kevin Freiert
Kevin Lyden (Alt)
Georgia Pech (Alt)
Greg Preston
Bill Weinschenker

ABSENT

G. Householder

B. Weinschenker called the meeting to order at 7:32 pm

Recognition of Visitors-N/A

Seat Alternates:

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

Vote: Approved Unanimously

Communications:

1. The First Selectman had received a letter from Marien & Co. requesting a management letter. Along with this request was an example of what this letter should include.
2. At the next BOF meeting, the Board will elect a new chairperson and welcome two new alternate members.

Additions to the Agenda: J. Griggs asked B. Weinschenker to add Vision Survey to the agenda which was drafted by the Vision , POCD and Economic Development Committees” after the Selectman’s Report.

1. **Approve Minutes from October 8, 2008 Regular Meeting**

M/S/C (Griggs/Pech) to approve the minutes amended as follows:

Corrections:

Pg. 5, change the spelling of upfront to up front and Pg. 4, change the word and to an.

Vote: Yes (5), Abstain (1)

2. Treasurer's Report (See file copy)

G. Preston asked K. Siebert about the Education Equalization and whether we receive equal quarterly payments. We don't always receive equal payments. K. Siebert pointed out there is a new look to the trial balance sheet based on the recommendation by the Auditor.

G. Pech asked about the ECS Grant funds and was told that these funds would be an offset.

K. Siebert stated that it was an honor to serve the Town of Salem. The BOF thanked Kim for her many years of service..

3. Selectman's Report- N/A

B. Weinschenker sat in on the BOS meeting on the 11/10 and received an update on the work in progress on the Transfer Station and the Multi-Purpose Path Grants. He would like the Trail, Transfer Station and Capital Road work projects to appear on the next agenda. He has questions in regard to the use of the public work crew on these projects and how their hours are accounted for.

4. Vision Survey

J. Griggs informed the BOF that there are three committees working on the project: The Vision, POCD and The Economic Development Committees. There was a survey mailing on Nov. 9th . Citizens can also request a copy sent to them or go on line for these forms. The Committees hopes to get a better idea of what direction the town should go.

5. Supplemental Appropriation

The supplemental appropriation was acted on by the BOS at their last meeting. Department #100 – Member Fees will need to increase by \$212.

M/S/C (Griggs/Pech) to increase line item #100-95-95 in the amount of \$212. with funds coming from the Undesignated Fund .

Vote: Approved Unanimously

The supplemental appropriation was acted on by the BOS at their last meeting. Department #157 – Regional Service – SECTER (South Eastern Connecticut Enterprise Region) will need to increase by \$500.

M/S/C (Preston/Griggs) to increase line item #157-95-000 in the amount of \$500. with funds coming from the Undesignated Fund .

Vote: Approved Unanimously

7. Preparation for 2010/2011 Budget Year

B. Weinschenker suggested the Board ask for a five year Capital Plan as opposed to a ten year Capital Plan. He stated that it would give a more realistic view of where the town wants to go with capital projects. G. Householder at the last BOF meeting thought there should be a ten year plan. Both C. Eckart and G. Pech agreed with the BOF Chairman but also thought it would be helpful to know the ten year plan of the departments. One reason that G. Pech suggested the BOF have a ten year plan from all departments so they will be able to plan better and to apply for grants to fund these expenses. It was agreed that the BOF should ask for a ten year plan but to look at the last five years in a different light. K. Lyden stated that he is planning to get the BOS involved in the Capital Plans.

C. Eckart thought it was a good idea to set goals on what the BOF would like to see in the proposed 2010/2011 budgets.

J. Griggs stated that cutting the budget upfront worked better this past year and created dialogues and got people out to the Town Meeting.

The BOF amended the 2010 BOF list of meetings as follows: Eliminated the January 21, 2010 meeting and moved the November 11, 2010 meeting to November 18th.

M/S/C (Preston/Freiert) to accept the 2010 Board of Finance list of meetings as amended.

Vote: Approved Unanimously

B. Weinschenker asked the BOF to be thinking about next year budget and any guidelines they would like to relay to each department.

Adjournment

M/S/C (Eckart/Griggs) to adjourn at 8:30.

Vote: Approved Unanimously

**Virginia Casey
Recording Secretary**