

Unapproved

SALEM BOARD OF FINANCE REGULAR MEETING MINUTES February 11, 2010

PRESENT

Carole Eckart
Janet Griggs
George Householder
Kevin Friert
G. Pech (Alt)
Greg Preston
R. Traylor (Alt)
Bill Weinschenker

ABSENT

T. J. Butcher (Alt)

B. Weinschenker called the meeting to order at 7:03 PM

Recognition of Visitors-N/A

Communications:

1. Chairman Weinschenker stated that there was communication from Dinis Pimentel in the BOF packet giving an overview of the expenses the Building Committee incurred. The Committee is returning a few thousand dollars of unspent money back to the Town. D. Pimentel also thanked the BOF for their support.
2. Chairman Weinschenker addressed the question about the BOE ARRA money and how it will affect the budget. The State has reduced their share of the money for the Town equal to the Federal ARRA amount, therefore rendering a net zero amounts.

Additions to Agenda

1. Request by the BOE to move their Capital request for servers, desktop computers and smart boards earlier so that a Consultant could help explain the request of the BOE to purchase these items. This will be addressed after approval of the minutes.

1. Approve minutes from December 10, 2009 Regular Meeting

M/S: (Preston/Freiert) to accept the regular meeting minutes.

Vote: Approved Unanimously

Amend the following members in attendance at the January 14, 2010 meeting as follows: G. Pech and G. Householder.

M/S/C: (Freiert/Householder) to approve the regular meeting minutes from January 14, 2010 as amended.

Vote: Approved: Freiert, Householder, Griggs, Pech, Weinschenker.

Abstain: Eckart, Preston

Motion Carried.

Bob Green addressed the Technology items in the BOE Capital Items. (Servers, desk top and smart boards). Servers were purchased in the 2000/2001 budget year. The Network is now used for online testing. B. Green informed the BOF that the school wants to purchase 36 desk tops and move the older computers to the lower grades.

The BOE would like to purchase 6 smart boards to complete having one in every classroom. The BOE would also like to purchase laptops with each smart board. Tom Riggio from CT Computer Services in Southington was introduced to the BOF to answer any questions about pricing and hardware. He addressed the possibility of purchasing HP State pricing instead of Dell thereby saving money.

J. Griggs asked the BOE to find out why they listed purchasing carts with smart boards in their Capital Budget since they are looking at mounting the smart boards.

R. Trailer asked how many servers the school has and if there would be problems with compatibility. The answer was 8 servers and there would be no problems with compatibility. C. Eckart asked how long the servers are expected to last. Mr. Riggio answered 5 to 7 years. G. Preston asked what the projected plan was for future computer purchase. B. Green will get a copy of the technology plan for the future to the BOF.

J. Griggs asked if the teachers were using the smart boards so as to warrant having them in each room in every classroom. B. Green answered yes.

G. Pech asked if the BOE is purchasing the top of the line computer. It was explained that the BOE is looking to purchase middle of the line computer. It was stated that approximately \$400 per computer will be saved above the original request. A hand out was given to the BOF with the new pricing. This packet will be included with the minutes. J.

Griggs asked about the new Lynix program and if the Microsoft software

will be replaced by this new software. Mr. Riggrio explained that Microsoft software is still used worldwide.

Questions for the BOE to report to the BOF:

How many computers and lap tops are there in each classroom?

What are the future plans of the BOE's technology?

2. Treasurers Report (See file copy)

- M. Ferren, Treasurer reported that revenues are up and tax collections for the same period last year are up 2.1%.
- G. Householder asked about Revenue Department #93 and if the Education Equalization revenue is received in two equal payments. M. Ferren will check on this and report back to the BOF.
- The percentage of adjusted fund balance to budget is at 7.28%

3. Public Comments N/A

4. Selectman Report (Handouts included with minutes)

- First Selectman K. Lyden addressed the Library's Salary question asked by G. Householder at the last meeting. He explained that during the summer months more staff is needed than during the winter months; therefore the salary line will be adjusted.
- K. Lyden addressed the Town's Grand List. N. Wood, the town's Assessor informed the First Selectman that there is a slight increase of approximately \$134,000.
- K. Lyden informed the BOF that he has been receiving procedure manuals from employees. There are still some in progress.
- Maintenance/repairs of the town's buildings have increased. The Library's repair from this winter's water damage will be paid by the insurance company. The insurance company will also reimburse the town for the Library's staff and the Public Works crew's time spent addressing this leak. The town has had more

repairs than expected and will be requesting an increase to this line next month.

- We are still using the same engineering firm but at a reduced rate.
- The town is now using State pricing for propane and expects to save \$.20 per gallon.
- MBR - K. Lyden is going to the State to testify on the new bill that requires the BOE's budget to equal last year's budget.
- The money from the State for roads (TAR) still has not been received.
- The State's budget deficit for the 2009/2010 \$5.5 million and is expected to go to \$3 billion next year.

5. BOE –Budget 2009/2010 Minimum Budget Requirements

- Chairman Weinschenker and First Selectman met with the Superintendent D. Leake and Dan. The bill was past after Salem budget was past. The state did not say that the money has to be spent, it but has to be appropriated. The BOE will have to ask for the money and than it will have to go to a Town Meeting for approval.

6.) Proposed appropriations for the 2010/2011 Budget.

K. Freiert would like two standard motions for Budget requests.

- **M/S/C () to approve Dept # (name of dept) appropriations in the amount of (), subject to revision at the 3/18/2010 BOF meeting for presentation at public hearing.
Vote: Approved Unanimously**
- **M/S/C () to approve Dept # (name of dept) appropriations in the amount of (), subject to review for reduction at the 3/18/2010 BOF meeting for presentation at public hearing.
Vote: Approved Unanimously**

- V. Vesey, Building Official presented the Building Department budget. (Packet included)

A.) M/S/C (Freiert/Householder) to approve Dept #110. (Building Official) appropriations in the amount of \$2,465, subject to revision at the 3/18/2010 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

- P. Crisanti, Town Clerk, presented her budget. She is still looking at applying for grants. The amount for the grant that is available for small towns is \$3,000. Grant money that the town has received so far is \$50,000.

B.) M/S/C (Householder/Preston) to approve Dept #112. (Town Clerk) appropriations in the amount of \$17,466, subject to revision at the 3/18/2010 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

- **C.) M/S/C (Preston/Eckart) to approve Dept #114. (Treasurer/Auditor/BOF) appropriations in the amount of \$21,850, subject to revision at the 3/18/2010 BOF meeting for presentation at public hearing.**

Vote: Approved Unanimously

- C. Philopena, Tax Collector, presented the budget. She was able to reduce the budget by \$100 because of a new vendor for delinquent taxes.

- **D.) M/S/C (Freiert/Householder/) to approve Dept #118. (Tax Collector) appropriations in the amount of \$5,580, subject to revision at the 3/18/2010 BOF meeting for presentation at public hearing.**

Vote: Approved Unanimously

- K. Lyden, First Selectman, presented this budget.

E.) M/S/C (Householder/Preston) to approve Dept #210. (Security) appropriations in the amount of \$204,150, subject to revision at the 3/18/2010 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

- J. Savalle, GLVFC Chief, presented this budget. He requested that the line number for alarm fees be eliminated from his budget. G. Householder asked about Professional Fee expense. This line is used for maintenance and purchasing of computers. Remove ladder testing from the description under this budget.

F.) M/S/C (Householder/Griggs) to approve dept #220. (Gardner Lake Volunteer Fire Co) appropriations in the amount of \$57,350,

subject to revision at the 3/18/2010 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

- G. Maiorano, SVFCO Chief, presented his budget. His budget has a zero increase, but some items have been moved around. G. Householder asked about testing. Does the new SCBA Packs also need to be tested? The answer was is yes.

G.) M/S/C (Freiert/Griggs) to approve dept #222. (Salem Volunteer Fire Co) appropriations in the amount of \$63,596, subject to revision at the 3/18/2010 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

- Jim Savalle presented this budget. He pointed out the Physicals line item has increased. There are 2 careers EMT/Fire fighter. J. Savalle asked that money for uniforms and the physical be moved from this budget to the Town section. D. Bourdeau informed the BOF that this discussion has been an ongoing issue and possibly these expenses be moved to Dept #240. Take out line item for supplies since it is not being used.

H.) M/S/C (Freiert/Griggs) to approve Dept #230. (Ambulance) appropriations in the amount of \$31,885, subject to revision at the 3/18/2010 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

- D. Bourdeau and Brian Cinea presented this budget. Increases are due to a private alarm company because KX is going off line in July. The town monitors 10 alarms. 911 Emergency Contact has also increased.

I.) M/S/C (Householder/Freiert) to approve Dept #240. (Public Safety) appropriations in the amount of \$62,200, subject to review for reduction at the 3/18/2010 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

- J.) M/S/C (Freiert/Preston) to approve Dept #910. (Interest Payments) appropriations in the amount of \$38,250, subject to revision at the 3/18/2010 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

- K.) M/S/C (Householder/Griggs) to approve Dept #920. (Principal Payments) appropriations in the amount of \$200,000, subject to revision at the 3/18/2010 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

- **J.) #930 Capital Expenditures**
 1. **M/S/C (Freiert/Preston) to approve Dept #930. (BOE Oil Fired Water Heater) appropriations in the amount of 16,835, subject to revision at the 3/18/2010 BOF meeting for presentation at public hearing.**

Vote: Approved Unanimously

2. **M/S/C (Preston/Freiert) to approve Dept #930. (BOE Abatement/Tile replacement) appropriations in the amount of 13,260, subject to revision at the 3/18/2010 BOF meeting for presentation at public hearing.**

Vote: Approved Unanimously

First Selectman K. Lyden discussed the comments made at the BOS meeting. Selectman R. McKenny did pricing and felt the computer items were too high. This issue was discussed earlier in the meeting. See above. J. Griggs questioned why these items are in the Capital Budget. G. Preston commented that last year the smart boards were placed in the BOE budget. G. Householder informed the BOF that Capital items must meet both criteria; pricing should be \$5,000 each and last longer than 5 years.

K. Freiert informed the BOF that rules changed when GASB was adopted.

More information on pricing will be needed before approving computer items. G. Preston wants to see the desk tops in the BOE Budget.

3. **M/S/C (Freiert/Eckart) to approve Dept #930. (BOE's 3 Servers) appropriations in the amount of \$76,682, subject to review for reduction at the 3/18/2010 BOF meeting for presentation at public hearing.**

Vote: Approved Unanimously

4. **M/S/C (Preston/Freiert) Dept #930. For requested budget items (BOE 36 Desk Top/6 Smart Board) to be placed in the regular BOE operating budget, as they have been in the past, since it does not meet the definition of a Capital item.**

Vote: Approved Unanimously

5. **M/S/C (Eckart/Preston) to approve Dept #930. (Kitchen Hood) appropriations in the amount of \$15,700, subject to revision at the 3/18/2010 BOF meeting for presentation at public hearing.**

Vote: Approved Unanimously

6. **M/S/C (Freiert/Householder) Dept #930. (Dev Concept/Budget Est. for Capital Project) to remove this item for consideration from Capital. The BOS should be the one to take action on this item.**

Vote: Approved Unanimously

First Selectman K. Lyden would like the Laser Fische to be placed on the 10 Year Capital Plan. The plotter that the town owns is no longer working. This item might be able to be purchased with this year's funds.

7. **M/S/C (Freiert/Preston) to approve Dept #930. (P&Z/IWL Plotter) appropriations in the amount of \$8,500, subject to review for reduction at the 3/18/2010 BOF meeting for presentation at public hearing.**

Vote: Approved Unanimously

8. **M/S/C (Griggs/Householder) to approve Dept #930. (PW Computer Sander) appropriations in the amount of \$25,875, subject to revision at the 3/18/2010 BOF meeting for presentation at public hearing.**

Vote: Approved Unanimously

9. **M/S/C (Freiert/Eckart) to approve Dept #930. (PW Sweeper) appropriations in the amount of \$28,000, subject to review for reduction at the 3/18/2010 BOF meeting for presentation at public hearing.**

Vote: Approved Unanimously

10. **M/S/C (Preston/Freiert) to approve Dept #930. (PW Highway Rehab) appropriations in the amount of \$316,000, subject to review for reduction at the 3/18/2010 BOF meeting for presentation at public hearing.**

Vote: Approved Unanimously

11. **M/S/C (Freiert/Householder) to approve Dept #930. (PW International Dump Truck) appropriations in the amount of \$29,802, subject to revision at the 3/18/2010 BOF meeting for presentation at public hearing.**

Vote: Approved Unanimously

12. **M/S/C (Eckart/Freiert) to approve Dept #930. (PW Salt Shed Roof) appropriations in the amount of \$12,900, subject to revision at the 3/18/2010 BOF meeting for presentation at public hearing.**

Vote: Approved Unanimously

There is a crushed pipe that causes water to accumulate on the soccer field which has caused 2 injuries.

13. **M/S/C (Householder/Preston) to approve Dept #930. (Rec Round Hill Road Soccer Field Drainage Pipe)**

appropriations in the amount of \$12,000, subject to revision at the 3/18/2010 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

14.M/S/C (Householder/Freiert) Dept #930. (Rec Portable Ice Rink) Not Endorsed.

Vote: Approved Unanimously

G. Pech asked why the hose is a capital item and the school's computer was not. This item is under \$5,000. G. Maiorano is to come back with a new quote for this item.

15.M/S/C (Householder/Preston) to approve Dept #930. (SVFCO Hose) appropriations in the amount of \$4,840, subject to revision at the 3/18/2010 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

16. M/S/C (Freiert/Preston) to approve Dept #930. (SVFCO Ladder Truck) appropriations in the amount of \$226,840, subject to revision at the 3/18/2010 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

17. M/S/C (Freiert/Griggs) to approve Dept #930. (SVFCO SCBA) appropriations in the amount of \$46,578, subject to revision at the 3/18/2010 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

G. Pech again stated that the individual pieces of gear are under \$5,000 and should not be Capital. C. Eckart would like a better understanding on Capital items.

18. M/S/C (Householder/Preston) to approve Dept #930. (SVFCO Gear) appropriations in the amount of \$18,450, subject to revision at the 3/18/2010 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

19.M/S/C (Freiert/Preston) Dept #930. (SVFCO/GLFCO Emergency Lighting) Not endorsed

20.M/S/C (Griggs/Preston) to approve Dept #930. (SVFCO Parking Lot) appropriations in the amount of \$21,000, subject to review for reduction at the 3/18/2010 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

21.M/S/C (Freiert/Eckart) to approve Dept #930. (TOB Parking Lot) appropriations in the amount of \$18,000,

subject to review for reduction at the 3/18/2010 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

22.M/S/C (Freiert/Eckart) to approve Dept #930. (Salem Townhouse/Center School roof) appropriations in the amount of \$34,892, subject to review for reduction at the 3/18/2010 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

23.M/S/C (Freiert/Householder) Dept #930. (Salem Town House/Center School Foundation/drainage repair and the Compactor for the Transfer Station) to move these two items to the 10 Year Capital Plan.

Vote: Approved Unanimously

K. 10 year Plan

M/S/C (Householder/Freiert) to address the 10 Year Capital Plan at the next BOF Special Meeting on 2/18/2010.

Vote: Approved Unanimously

J. Griggs asked if the April 7, 2010 public hearing meeting could be moved to the school so that it can be web cast. Chairman Weinschenker did not know if this can be done. As far as he knew only Town Meeting have been approved for broadcasting .More information is needed to make sure this will not conflict with the requirements of the town's Charter.

Adjournment

M/S/C (Freiert/Griggs) to adjourn at 10:42 pm.

Vote: Approved Unanimously

**Virginia Casey
Recording Secretary**