

**Approved**  
**SALEM BOARD OF FINANCE**  
**REGULAR MEETING MINUTES**  
**February 14, 2013**

**PRESENT**

T. J. Butcher  
John Dolan (Alt)  
Carole Eckart  
Janet Griggs  
George Householder  
Greg Preston  
Bill Weinschenker

**ABSENT**

Peter Lee (Alt)  
David Kennedy (Alt)

B. Weinschenker called the meeting to order at 7:01 PM

**RECOGNITION OF VISITORS-N/A**

**COMMUNICATIONS:**

- Chairman Weinschenker received the BOE town report. He will speak to the Superintendent before submitting the report for publication.
- Janet Griggs had information about the Open Space Funds that were approved at the January 10th Regular BOF meeting, to purchase the Zemko property. This discussion will continue when the BOF addresses the Capital Reserve section of the budget. Information on using Open Space Funds can be found on the Town's website. Future discussions on funding the Zemko property will continue under old business.

**ADDITIONS TO AGENDA NONE**

**1. Approval of minutes from January 10, 2013, Regular meeting M/S/C: (Butcher/Eckart) to accept the regular meeting minutes as presented.**

**Vote: Approved Unanimously**

**Approval of minutes from the January 24, 2013 Special Board of Finance meeting as follows:**

- Page 1: change the spelling of Carole Eckart name.
- Page 3: change the spelling of the word rigged
- Change “Preston to Householder” on who made the motion

**M/S/C: (Butcher/Griggs) to accept the special meeting minutes as amended.**

**Vote: Yes: Weinschenker, Butcher, Griggs, Householder, Preston**

**Abstain: Eckart**

**Motion Carried**

**2. TREASURER’S REPORT (SEE FILE COPY)**

- M. Ferren, Treasurer, reported that tax collections revenue are up compared to the same period last year.
- Back taxes and interest were received from Salem Country Garden
- The last scheduled payment from the Kobyluck settlement was received on February 1st.
- The Education Equalization Grant Fund money was received this month.
- Last month the Treasurer was asked to report on the minimum balance that is required to be held in bank accounts so that no monthly fees will be levied by the bank. The minimum amount is \$500.

**3. PUBLIC COMMENTS-N/A**

**4. SELECTMAN’S REPORT**

- First Selectman Lyden thanked all the Responders and the Public work crew for the wonderful job they did for our town during the blizzard this past weekend.
- Salem’s East Lyme debit service payment has been reviewed by Anne Johnson, Financial Director of the Town of East Lyme. The findings revealed that Salem has overpaid on this agreement. The remaining yearly payments will be \$86,706, starting with the 2013/2014-budget year.
- First Selectman received the Grand List information from B. Perry, Assessor. Salem’s grand list increased 0.4% from last year. Even though this is only a slight increase, it is better than a drop.

**5. GLVFCO Boiler Request**

- The BOS approved an additional appropriation of \$14,200 to fix the boiler at the fire company. J. Savalle handed out information regarding the replacement of the boiler. Chief Savalle informed the BOF that Reliable Oil Company would be doing the installation.

**M/S/C: (Preston/Butcher) to fund \$14,200 for the GLVFCO's gas boiler replacement in the 2012/2013 capital year, with funds coming from the Unassigned balance.**

**Vote: Approved Unanimously**

**6. SALEM FIRE COMPANY'S VEHICLE REPAIR REQUEST**

- Chief Maiorano stated that the tires and spring suspension on the fire company's tanker and Forestry truck need replacement/repairs. Twelve tires will be needed for a total of \$6,330. The spring suspension repair will cost \$1,975. The BOS approved an additional appropriation totaling \$8,305.

**M/S/C: (Butcher/Griggs) to fund \$8,305 to place in account #222-618, Vehicle repair, for tires and spring suspension repair for the Salem Fire Company's tanker and Forestry truck with funds coming from the Unassigned balance.**

**Vote: Approved Unanimously**

**7. AUDIT FOR THE 2012/2013 BUDGET YEAR**

- The BOF discussed sending out RFP letters to accounting firms asking for proposals. G. Preston was in favor of sending a letter to other audit firms asking for proposal. The following motion was made to reflect the decision of the members.

**M/S/C: (Householder/Eckart) The BOF decided to have the First Selectman draft a letter to O'Connor Davies asking for a one- and three-year proposal for auditing services and to ask them to list all procedures/compensations on filing the audit with the state.**

**Vote: Yes: Weinschenker, Butcher, Griggs, Householder, Eckart**

**NO: Preston**

**Motion Carried**

**8. PROPOSED APPROPRIATION FOR THE 2013/2014 BUDGET YEAR**

- Building inspector V. Vesey presented the Building Department budget. (Packet included) V. Vesey is asking for an increase of \$1054 to the Building Department Budget. Building codes are expected to change by the end of this year. The additional cost will be between \$250- \$1,200 depending on which codes the State will change.

**A.) M/S/C: (Butcher/Householder) to approve Dept. #110, Building Department appropriation in the amount of \$3,519, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

- P. Crisanti, Town Clerk, presented her budget. Invoice for New Vision includes the dog fund expense of \$576. #112 department's budget includes money for historic/archive funds. The BOF asked P.Crisanti if the Historic and Farmland money could be used instead of requesting these funds in her budget. This could be possible if she know how much money is in these accounts.
- MaryAnn Ferren will present this information at the next regular BOF meeting with a spreadsheet outlining the funds available.

**B.) M/S/C: (Butcher/Griggs) to approve Dept. #112. (Town Clerk) appropriations in the amount of \$15,100, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

- First Selectman Lyden informed the BOF that the increase in department #114 is due to an increase of 3% in auditing fees.

**C.) M/S/C: (Householder/Preston) to approve Dept. #114, (Treasurer/Auditor/BOF) appropriations in the amount of \$37,399, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

- Cheryl Philopena presented the Tax Collector's budget. Department #118 budget will remain the same as this year.

**D.) M/S/C: (Butcher/Householder) to approve Dept. #118, (Tax Collector) appropriations in the amount of \$5,780, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

- State Trooper, K. Seery presented Department #210, Security budget. He informed the BOF that his budget increased due to contract negotiations. He stated that the 2012/2013 budget is 1% less than the 2010/2011-budget year.

**E.) M/S/C: (Preston/Householder) to approve Dept. #210 (Security) appropriations in the amount of \$209,900, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

- J. Savalle, GLVFC Chief, presented his budget. Line item expenses were adjusted to better represent what funds are needed. Training expenses increased because of new requirements. Name of “Other Expense” line is to be changed to “Office Supplies”.

**F.) M/S/C: (Griggs/Householder) to approve Dept. #220 (Gardner Lake Volunteer Fire Co.) appropriations in the amount of \$69,520, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

- G. Maiorano, SVFCO Chief, presented his budget. The increases in this budget are in line items: insurance premium, testing, and physicals.

**G.) M/S/C: (Preston/Eckart) to approve Dept. #222 (Salem Volunteer Fire Co) appropriations in the amount of \$77,423, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

- Jim Savalle presented the Ambulance budget. The BOF members had questions concerning the insurance. The question by B. Weinschenker was regarding how the ambulance can be on the Town’s policy, if the town does not own the Ambulance. Research should be done on insurance covering all Town Equipment under one policy.

**H.) M/S/C: (Butcher/Griggs) to approve Dept. #230 (Ambulance) appropriations in the amount of \$39,690, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

- Kevin Lyden presented the budget for Department #240. The Selectman informed the BOF there is no increase in the KX 911 Emergency Contract. First Selection Lyden and Chief Maiorano are investigating going with a regional emergency 911 system.

**I.) M/S/C: (Butcher/Griggs) to approve Dept. #240 (Public Safety) appropriations in the amount of \$71,800, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

- The BOF did not fund the School Building Project under this department. The payments will remain under the Capital Line.

**J.) M/S/C: (Butcher/Eckart) to approve Dept. #910 (Interest Payments) appropriations in the amount of \$11,000, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

**K.) M/S/C: (Preston/Householder) to approve Dept #920 (Principal Payments) appropriations in the amount of \$286,706 subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

**M/S/C (Griggs/Butcher) to adjourn at 9:53 PM.**

**Vote: Approved Unanimously**

Virginia Casey,  
Recording Secretary