

Approved

**SALEM BOARD OF FINANCE
SPECIAL MEETING MINUTES
March 15, 2012**

PRESENT

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

ABSENT

Peter Lee (Alt)
John Dolan (Alt)

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

Recognition of Visitors-N/A

1. Approval of the Board of Finance Minutes

Amend the minutes as follows:

Page 2, Under Comments: change the spelling of the first speaker's name to Allyson Geida and add the street name of Rathburn Hill Rd.; change the street name from Pleasant to Pheasant.

Page 5, Under Motion: change the wording to Debt Service in the amount of \$92,353 adding this to the Capital under the Principal/Interest section and add the Air Handler in the amount of \$24,000 to the School's section of the Capital Sheet.

M/S/C: (Householder/Griggs) to approve the Board of Finance Regular Meeting Minutes of March 8, 2012 as amended.

Vote: Approved Unanimously

2. Proposed Appropriation for the 2012/2013 FY Budget

The First Selectman presented an overview of the General government's savings over the last few fiscal years. The unspent money returned to the General Fund was as follows: 2009/2010 fiscal year \$225,568, 2010/2011 fiscal year \$255,750. The Budget for the 2011/2012 fiscal year is \$86,085 less than the previous year. The proposal for the 2012/2013 is \$1,634 less than the current year's budget.

- **Selectman K. Lyden presented his 2012/2013 budgets, which was approved by the BOS, as follows:**
It was noted that the increase to this department is for SCCOG membership fee in the amount of \$210.

A.) M/S/C (Householder/Preston) to approve Dept #100 (Selectman) appropriation in the amount of \$7,039, subject to revision at the 3/22/2012 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

The total requested amount for department #126 remains the same as last year. The Town Issues line has increased by \$2,000 and the Labor Relations line decreased by \$2,000.

B.) M/S/C (Griggs/Butcher) to approve Dept #126 (Town Counsel) appropriation in the amount of \$17,000, subject to revision at the 3/22/2012 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

The following are requested changes by the BOF to be made to department #134: Move the exterminator fund request of \$2,400 to department #135 – Municipal Building Maintenance by creating a new line in that department. Also to create a new line in department #134 Town Office Operation for Prime Pay payroll requested funds in the amount of \$10,000. Both of these items should be removed from the miscellaneous line item.

M/S/C (Preston/Butcher) to create a new line item in department #134 (#134-31-314) Payroll Services in the amount of \$10,000 and to move the exterminator requested funds in the amount of \$2,400 to department #135.

Vote: Approved Unanimously

C.) M/S/C (Householder/Preston) to approve Dept #134 Town Office Operations appropriation in the amount of \$99,420, subject to revision at the 3/22/2012 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

M/S/C (Householder/Preston) to create a new line item in department #135 (#135-031-316) Exterminator Services in the amount of \$2,400, the requested funds were in department #134.

Vote: Approved Unanimously

M/S/C (Preston/Butcher) to approve Dept #135 (Maintenance and Repairs) appropriation in the amount of \$42,400, subject to revision at the 3/22/2012 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

After reviewing department #310, the Board of Finance needed to address the motion to move required water testing funds to department #135.

M/S/C (Householder/Preston) to create a new line item in department #135, (#135-031-317) Quarterly Water Testing in the amount of \$4,000. The requested funds were in department #310.

Vote: Approved Unanimously

D.) M/S/C (Preston/Butcher) to approve Dept #135 (Maintenance and Repairs) appropriation in the amount of \$46,400, subject to revision at the 3/22/2012 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

There is a slight increase in department #140 totals. It is very difficult to predict where the price of oil/gas will be in the next year. There will be a savings of approximately \$7,000 in the electricity lines due to the CLC loan agreement ending at the start of the 2012/2013 budgeted year.

V. Casey was to review line items in department #140 for errors in reporting.

Greg Preston would like to see the kilowatt hours that the Town has saved with the installation of solar panels.

F.) M/S/C (Eckart/Butcher) to approve Dept #140 (Utilities) appropriation in the amount of \$180,058, subject to revision at the 3/22/2012 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

There is a slight decrease in this department #152 in the Senior Service line.

G.) M/S/C (Householder/Butcher) to approve Dept #152 (Town Services) appropriation in the amount of \$26,575, subject to revision at the 3/22/2012 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

It was noted that there was a decrease in the amount of funds requested for the East Lyme Youth Services line item.

H.) M/S/C (Householder/Preston) to approve Dept #157 (Regional Services) appropriation in the amount of \$14,092, subject to revision at the 3/22/2012 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

In was note that the engineering line item has increased. This increase is due to a required quarterly testing of all water supplies at town owned properties. The BOF members would like to see the expense for quarterly water testing moved to department #135, Municipal Building Maintenance. The Town uses an outside contractor for engineering. Another area that increased over last year's budget was the Vehicle Maintenance line.

M/S/C (Preston/Butcher) to move the required water testing expense to the department #135 and creating a new line item number.

Vote: Approved Unanimously

I.) M/S/C (Preston/Butcher) to approve Dept #310 (Public Works) appropriation in the amount of \$245,830, subject to revision at the 3/22/2012 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

The Management line is a contracted item. K. Lyden informed the board that negotiations would take place soon for the operation of the Transfer Station. Chairman Weinschenker asked if the Transfer Station could be run for the amount that the First Selectman has budgeted. First Selectman Lyden has reviewed the numbers and he is confident that the funds he projected for this line is adequate.

J.) M/S/C (Butcher/Householder) to approve Dept #410 (Transfer Station) appropriation in the amount of \$176,120, subject to revision at the 3/22/2012 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

The BOS endorsed a 2% increase for most positions. There are a few variations in this increase. One of the variances in the 2% increase is for the EMT/Firefighter's Union Contract of 2.25%.

K.) M/S/C (Butcher/Griggs) to approve Dept #105 (Salaries) appropriation in the amount of \$1,087,994 subject to revision at the 3/22/2012 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

E.) M/S/C (Householder/Eckart) to approve Dept #138 (Employee Benefits) appropriation in the amount of \$385,313, subject to revision at the 3/22/2012 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

L.) M/S/C (Eckart/Butcher) to approve Dept #925 (Capital Reserve) appropriation in the amount of (\$0.00), subject to review at the 3/22/2012 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

M.) M/S/C (Butcher/Eckart) to approve Dept #926 (Open Space) appropriation in the amount of (\$0.00), subject to review at the 3/22/2012 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

The BOF wanted the Boards and Commission to be notified that all budgets will be reviewed on March 22, 2012 and just because their budget request was approved does not mean that their budget will not be reduced.

Adjournment

M/S/C (Butcher/Griggs) to adjourn at 8:40 PM.

Vote: Approved Unanimously

**Virginia Casey
Recording Secretary**