

**BOARD OF FINANCE
SALEM, CONNECTICUT
MEETING MINUTES
JANUARY 09, 2014**

PRESENT

TJ Butcher
Greg Preston
Carole Eckart
Janet Griggs
George Householder
Dave Kennedy
Robert Sartori, Alt
John Dolan, Alt
Cindy Noe/ Recording Secretary

ABSENT

Vacancy

GUESTS

Kevin Lyden

CALLED TO ORDER

TJ Butcher called the meeting to order 7:31pm

RECOGNITION OF VISITORS

There were no visitors that wished to be recognized in attendance.

SEAT ALTERNATE IF NEEDED

No alternates were required

COMMUNICATIONS:

None

ADDITIONS TO THE AGENDA

5, add to agenda: New Business- 10 Year Capital Plan discussion

AGENDA

1. APPROVE MEETING MINUTES FROM DECEMBER 12, 2013 MEETING

Minutes were approved as amended:

Change Tom Butcher to TJ Butcher throughout minutes
Change Carole Eckert to Carole Eckart throughout minutes

M/S/C- Householder/Eckart to approve meeting minutes as amended

Vote: Approved unanimously

2. TRESURER'S REPORTS

The Treasurer, Pam Henry, presented her reports (See File Copy). Henry stated that the General Property Tax is down slightly from the previous year. Butcher inquired as to why the amount is lower. Henry will look into why and answer at the next meeting. Henry presented a report, *Collectors Report to the Treasurer Report*, to answer the question on the property tax percentage proposed by Householder at the 12/12/13 meeting. The report showed the deposit as being true to the figures and percentages on the report that was presented at the last meeting. Henry presented a copy of a paid invoice, *State of Connecticut, Office of the State Comptroller*, to confirm that the \$58794.06 that was questioned at the 12/12/13 meeting was in fact money from the PILOT program. Henry stated there is no guarantee that the town will receive this PILOT money again. Henry stated that CPA Cheryl Miller is willing to attend the next Board of Finance meeting. Butcher stated he would like her to attend. Butcher stated that the reports have improved vastly.

a. Revenue Summary

No questions from the Board on this report

b. Trial Balance

No questions from the Board on this report

c. Fund Balance

No questions from the Board on this report

M/S/C- Preston/Eckart- to accept the Treasurer's Report as presented.

Vote: Approved unanimously

3. PUBLIC COMMENTS

G.Maiorano, Salem Fire Company Chief, informed the Board that he is having a problem with the 91 Pierce Pumper truck. Bell Atlantic serviced the truck on 11/02/13 and found that one wire for the Jake brake had to be replaced. The service took a total of two hours at a cost of \$732.00 which was paid out of the Salem Fire Company's repair/maintenance budget. The Jake brake has again stopped working. Bell Atlantic came to service the vehicle again on 1/08/13 for a total of six hours but did not find the problem. Maiorano stated that Firematic, a Pierce dealer, is scheduled to come and service the truck on 1/17/14. Maiorano stated that the Salem Fire Company budget is tight and he wanted to keep the Board up to date on this matter.

Maiorano stated that he has had meetings with KX Dispatch and leaders from other towns. Maiorano stated that Hebron left 18 months ago and that East Hampton may be pulling out. This has prompted KX Dispatch's Board of Directors to decide to try and merge with another town. The towns they are looking to merge with are East Lyme and Montville. K. Lyden stated that East Hampton would have to provide a six month notice.

4. SELECTMAN'S REPORT

K. Lyden stated that USPS is looking to offer a new contract for a local business to house a post office. He stated that Salem Pharmacy and Maple Shade have shown interest in housing the post office. The USPS will look at any business willing to submit paperwork requesting the post office to be housed at their location. If a suitable business is located the process will take about two months. He stated that all PO Box mail and regular mail is still being delivered to Colchester.

Lyden stated that the Planning and Zoning Board approved Burnett's County Gardens to extend their business to a grocery/café.

Lyden reminded the Board that Wednesday, February 05, 2014 at 7pm is the Freedom of Information Act meeting. Tom Henick, the public education officer, will be presenting the meeting.

Through approval at the last Board of Selectman's meeting the Town will be sending out an RFP for small cities and technical assistance for a Community and Development Block Grant. Lisa Lowe PHD and associates has been chosen to help with the writing. There is no charge to Salem if the grant is received. The fee would come out of the grant itself. The grant amount for a community the size of Salem is around \$400,000. This grant would help homeowners that meet a few qualifications make needed repairs to their homes. The qualifications are as follows.

- Homeowner must be current on all property taxes
- Homeowner must be current on mortgage payments
- Homeowner must reside at address in need of repair
- Homeowner must meet certain financial restrictions

Lyden stated on Tuesday, January 07, 2014 he co-chaired with Gregg Shuster a meeting of the Southeast Council of Government. There were 20 municipalities present along with the state senators and representatives to talk about this legislative session. One of the highlight discussions of this meeting was the MBR, Minimum Budget Requirements. Even with Salem going to a half time superintendent and saving around \$70,000, without affecting students in a negative manner, Salem could not get a reduction in the \$55,000 MBR. Lyden stated he is trying to work with CCM to not eliminate MBR but to look for cost effective solutions to adjust the MBR. Householder stated a way to modify the MBR is to look at the declining school population and change the allowed \$3000 decrease per student to \$6000. Salem spends an average of \$14000 per student. He feels \$6000 would better reflect the change in times. Preston suggested that the Board of Education revisit the discussion on regionalization. Discussion also took place at the meeting about legal advertising in the local newspapers possibly reducing the size of each ad to reduce the annual cost.

Householder asked Lyden the status of the town's emergency services study. Lyden stated that it is ongoing. There is not a date for the results as of yet.

Householder stated that the town's roundabout has received good press. It has reduced the accidents resulting in injury from 12, before the completion to no accidents resulting in injury since being completed.

5. NEW BUSINESS

a. 10 Year Capital Plan

The Board discussed drafting a letter to request that the Board in Salem look at their budget in depth and plan their expenses in order of need on their 10 year plan.

6. OLD BUSINESS

Lyden stated that the Board of Finance has missed the 30 day window for filling the Alternate vacancy. The vacancy must now be filled by the Board of Selectman. Householder stated that had he known at the last meeting that the vote was going to go to the Board of Selectman because no action was taken, then he would have asked the Board to vote. Lyden stated the Board of Selectman will consider any input from the Board of Finance. Both candidates, John Houchin and Hernan Salas, presented their qualification and goals if selected as Alternate. The Board of Finance cast a vote, knowing that it is not binding and just guidance to the Board of Selectman. Hernan

Salas received three votes (Kennedy, Preston, Householder). John Houchin received two votes (Butcher, Griggs). Eckart abstained from voting for either candidate. Eckart suggested that the Board of Selectman look for a woman to fill the vacancy.

M/ /C- Householder to adjourn the meeting at 9:10pm

Vote: Approved Unanimously

Respectfully Submitted
Cindy Noe
Recording Secretary

Unapproved