

SALEM BOARD OF FINANCE
REGULAR MEETING MINUTES

December 13, 2012

PRESENT

TJ Butcher
David Kennedy (Alt)
Carole Eckart
Janet Griggs
Bill Weinschenker

ABSENT

George Householder III
Peter Lee (Alt)
Greg Preston

B. Weinschenker called the meeting to order at 7:31 p.m.

Recognition of Visitors: Steve Buck, BOE Chairman

Seat Alternate: To Seat John Dolan and David Kennedy in place of G. Preston and G. Householder III.

M/S/C (Butcher/Eckart) to seat John Dolan and David Kennedy in place of G. Householder III and G. Preston.

Vote: Approved Unanimously

Communications:

- Chairman Weinschenker received a letter from CT River Coast asking for funding for the 2013/2014 fiscal year in the amount of \$1500. We have received a letter from this agency in the past and have not honored this request in the past.
- A letter was received from Paul Robillard, (see attached), expressing his ideas on how the town should fund the purchase of the Zemko property with available funds.

Additions to the Agenda: School Building Funding as item #3A

Agenda:

1. **Approval of Minutes:**

M/S/C (Butcher/Eckart) to approve the November 8, 2012, Regular Board of Finance minutes as presented on December 12, 2012.

Vote: Approved Unanimously

2. **Treasurer's Report (see attached)**

Tax revenue collections are in line with previous years. The money from OPM that was reported last month was for Revenue Share and will be received quarterly. Money was also received for a manufacture/equipment/commercial Motor Vehicle grant that D. Killeen had requested. This grant will be received yearly and should be budgeted in the 2013/2014 fiscal year.

3. **School Building Committee Funding**

- During renovation of the school, materials need to be moved from rooms so that work can be done. Teachers and Custodians are working overtime to accomplish this work as work must be done during after school hours. The BOE has no extra money for this in their budget. S. Buck asked the BOF to devise a system where the OT salaries relating to the renovation can be recovered. More information is needed on how to accomplish this reimbursement to the school's budget as this could jeopardize reimbursement rates from the State and also affect the MBR. This discussion will continue at the next BOF meeting.

4. **Selectman's Report**

Chairman Weinschenker asked the Selectman to report only financial items in his report.

First Selectman Lyden discussed the following issues:

- Purchasing of the Zemko property at 228-230 Hartford Rd. was passed during the December 5th referendum. Ideas were presented to the BOF on how financing of this purchase could be accomplished without affecting the Unassigned Fund Balance or the Tax Payer. The First Selectman consulted with the Bond Council, the town's Investment Counselor and the Town's Attorney on the best payment plan. One idea was to finance this purchase by borrowing the money at the present low interest rate, therefore spreading the payments over 10 to 15 years. Another idea was to have the Building committee return some of the \$500,000 Capital dollars used so far on this

project, back to the General Fund from the bond money. Another suggestion was to use the LOCIP Capital improvement dollars \$106,000, the Capital Reserve dollars of \$150,175 and Land Acquisition money of \$14,826. Action on funding this purchase was postponed to next month so that the BOS can meet on this issue

5. Gardner Lake Pumper Tanker (see attached)

- Chief Savalle gave a brief summary of the information in the packet explaining details of the purchase of a new Tanker and also the safety issues on the pumper used presently by the fire company. Chief Savalle informed the BOF that the BOS is gathering more information on this issue before making a recommendation to place this tanker on the 2013/2014 capital list.

6. 2013/2014 Budget Discussion (See attached)

The BOF will be sending out a letter asking for a zero increase in department budgets. They realize that some expense lines will have increased costs that cannot be helped. For these increases, each department head should justify these expenses.

Old Business

Carole Eckart is still doing research on the budget format questions. She will be meeting with S. Buck, BOE Chairperson. Carole spoke with Cheryl Miller about the financial software and what capabilities the new system will have. Information from the new software can be downloaded to an Excel spreadsheet and from there changes can be made.

Adjournment

M/S/C (Griggs/Butcher) motion to adjourn at 9:12 p.m.

Vote: Approved Unanimously

Approved

Virginia Casey
Recording Secretary