

**TOWN OF SALEM  
BOARD OF FINANCE  
REGULAR MEETING MINUTES  
APRIL 14, 2016 – 7:00 P.M.  
SALEM TOWN OFFICE BUILDING**

**PRESENT**

TJ Butcher, Chairman  
George Householder, Clerk  
Deborah Cadwell  
Marshall Collins  
Janet Griggs  
Hernan Salas  
John Houchin, Alternate

**ABSENT**

**GUESTS**

None

**ALSO PRESENT**

Kevin Lyden, First Selectman

**CALL TO ORDER**

Chairman TJ Butcher called the meeting to order at 7:00 p.m.

**RECOGNITION OF VISITORS**

None

**SEAT ALTERNATE IF NEEDED**

Full Board present. No Alternates needed to be seated.

**COMMUNICATIONS**

Chairman Butcher received a resignation letter from Alternate Member Ken Thomas and stated there were communications that would be read into the record for Agenda Item #5 (BOE). Janet Griggs stated she had received verbal communications that if the Gardner Lake Fire truck was cut, a petition would be circulated.

**AGENDA:**

- 1. APPROVAL OF THE MINUTES: March 24, 2016 BOF Meeting  
M/S/C Householder/Griggs to APPROVE the minutes of the March 24, 2016 Special Meeting minutes. Discussion: None. Voice vote, 6-0. All in favor.**
- 2. TREASURER'S REPORTS**

- A. REVENUE SUMMARY**
- B. TRIAL BALANCE**
- C. FUND BALANCE**
- D. OTHER**

Town Treasurer Pam Henry presented Revenue Receipts, General Fund Budget v. Actual July 2015 through March 2016, Capitol Non-Recurring Fund Budget vs. Actual July 2015 through March 2016, and General Fund Balance Sheet As of March 2016.

**M/S/C Cadwell/Householder that George Householder will work with Lisa Jablonski, Finance Specialist, to update Capital Expenditures spending and that Janet Griggs will work with Lisa Jablonski, Finance Specialist, to update line item descriptions.**

**Discussion: None. Voice vote, 6-0. All in favor.**

### **3. PUBLIC COMMENTS**

Carl Nawrocki of Music Vale Road, Salem addressed the BOF and stated that he thought the 4/13/16 BOF Public Hearing went well and that he supported the new tanker truck and looked to the 10-year capitol plan, but realized said plan was not presented at the meeting. He would like to see the plan presented when BOF recommends multiyear funding. There was general discussion by the BOF this was a good idea in the future.

Tiffany Cunningham of Rattlesnake Ledge Road, Salem, CT addressed the BOF and stated she would rather see taxes go up rather than more cuts and felt that the Town as a whole can afford it and should find ways to help those that can't pay the increase.

Shannon Haynes D'Aquila of Darling Road, Salem, CT addressed the BOF and stated she is in support of the 2 % increase to the school budget and thinks the Town can do better for its businesses through economic development.

### **4. SELECTMAN'S REPORT**

First Selectman Kevin Lyden addressed the BOF and discussed Economic Development Commission efforts to bring the right kind of businesses to Town; desired future Age Restricted/Senior Housing; Library insurance damage correction; new Librarian interview process; new Recreation Coordinator position is filled by Vanessa Bunnell, who is a former Rec Commissioner, track coach and is pursuing a degree in sports medicine; and Fund Balance.

## 5. BOARD OF EDUCATION

Chairman TJ Butcher read various correspondence regarding LEARN rental income accounting practices being as revenue to into the Town budget v. BOE budget into the record as follows:

1. Email from Kim Gadaree to Michele Huang, Dated September 29, 2015.
2. Email from Marcia L. Marien to Kim Gadaree, Dated October 1, 2015.
3. Letter from Joseph Onofrio II to (BOF) Chairman Butcher, Dated April 7, 2016.
4. Letter from Stephen Buck, Chairman of the Board of Education to TJ Butcher, Chairman of the Salem Board of Finance, Dated April 11, 2016.

Further detailed discussion followed. The BOF agreed it has to work with generally accepted accounting practices that all Boards should be treated the same, that income should be treated as income and that the school belongs to the Town and the rental income belongs to the Town. BOE Chairman disagreed, but later agreed to comply with the accounting practices.

Superintendent of Schools Joseph Onofrio II submitted a 2015-2016 Expenditure Analysis Dated 3/31/16 showing an estimated shortfall of \$20,950.67 and requested the BOF appropriate the additional funds. George Householder stated the BOE has to go to the Board of Selectman first and then that Board has to forward a recommendation to the BOF before it can appropriate additional funds per the Town Charter.

Additionally, Onofrio submitted and reviewed a Revised Monthly Expenditure Report Dated 04/14/2016 & an Enrollment Report Dated 04-14-2016.

## 6. FINALIZE BUDGET FOR TOWN MEETING.

Chairman Butcher asked the BOF for its general impressions on the proposed FY 16/17 Budget and the Board responded generally the Budget was in good shape to go to Town Meeting. There was detailed discussion regarding the Director of Technology position, the line item held by purchase of the new tanker truck and recreation bathrooms opened to the public. George Householder read comments from the Budget Public Hearing on 4/13/2016.

**M/S/C Householder/Collins to go to the Annual Town Meeting with a Capital Expenditures Budget of \$864,890.00. Discussion: None. Voice vote, 6-0. All in favor.**

**M/S/C Householder/Salas to go to the Annual Town Meeting with a General Government Budget of \$3,701,017.00. Discussion: None. Voice vote, 6-0. All in favor.**

**M/S/C Collins/Householder to go to the Annual Town Meeting with a Board of Education Budget of \$10,677,225.00. Discussion: Discussion ensued that the \$21,000.00 proposed reduction to eliminate the Director of Technology line item does not guarantee the item will be eliminated by the BOE and a cut may be made elsewhere that will hurt another department. Voice vote, 2 in Favor – 4 Opposed. In favor: Collins and Householder. Opposed: Salas, Butcher, Cadwell & Griggs. Motion Failed.**

**M/S/C Householder/Salas to go to the Annual Town Meeting with a Board of Education Budget of \$10,698,225.00. Discussion: None. Voice vote, 6-0. All in favor.**

**OLD BUSINESS.** None.

**ADJOURNMENT.**

**Motion was made by Board Member Collins to adjourn the meeting at 9:29 p.m. Discussion: None. Voice Vote, 6-0. All in Favor.**

Respectfully submitted,

Liz Burdick  
Recording Secretary