

**SALEM BOARD OF FINANCE  
Salem Town Office Building  
270 Hartford Road, Salem, CT 06420**

**Thursday, March 17, 2016  
Special Meeting - 7:00 PM**

**MEETING MINUTES**

**PRESENT**

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

**ABSENT**

Ken Thomas, Alternate

**GUESTS**

none

**ALSO PRESENT**

First Selectman Kevin Lyden  
Town Treasurer Pam Henry

**CALL TO ORDER:**

Chairman, TJ Butcher called meeting to order at 7:02 pm.

**RECOGNITION OF VISITORS:**

**SEATING OF ALTERNATES:**

**COMMUNICATIONS:**

**Chairman TJ Butcher shared a letter from Salem School Superintendent in regards to a shortfall this Fiscal Year of \$54,000. The Board of Education will come to the April 7<sup>th</sup> Board of Finance meeting to explain in more detail. (see letter attached to these minutes)**

**1. APPROVAL OF MINUTES:**

**M/S/C Householder/Griggs to approve the minutes for March 10, 2016, BOF Regular Meeting minutes as presented.**

**Vote : Motion Carried**

**2. ACT ON PROPOSED APPROPRIATIONS FOR 2016/2017 :**

**M/S/C Householder/Collins to approve Dept. 100, Selectman 's Dept. appropriation in the amount of \$7952.00, subject to review for presentation at the public hearing.**

**Vote : Motion Carried**

**M/S/C Householder/Collins to approve Dept. 126, Town Counsel appropriation in the amount of \$20,300.00, subject to review for presentation at the public hearing.**

**Vote : Motion Carried**

**M/S/C Householder/Collins to approve Dept. 134, Town Office Bldg., appropriation in the amount of \$98,200.00, subject to review for presentation at the public hearing.**

**Vote : Motion Carried**

**M/S/C Householder/Collins to approve Dept. 135, Municipal Building Maintenance, appropriation in the amount of \$48,830.00, subject to review for presentation at the public hearing.**

**Vote : Motion Carried**

**M/S/C Householder/Collins to approve Dept. 138, Employee Benefits, appropriation in the amount of \$346,054.00, subject to review for presentation at the public hearing.**

**Vote : Motion Carried**

**M/S/C Householder/Collins to approve Dept. 140, Utilities, appropriation in the amount of \$162,740.00, subject to review for presentation at the public hearing.**

**Vote : Motion Carried**

**M/S/C Householder/Collins to approve Dept. 152, Town Services, appropriation in the amount of \$82,998.00, subject to review for presentation at the public hearing. Also, change 5-5-152-816 to read Pavilion/Community Events.**

**Vote : Motion Carried**

**M/S/C Householder/Collins to approve Dept. 157, Regional Services appropriation in the amount of \$12,003.00, subject to review for presentation at the public hearing. Also remove line 5-157-826, as it's no longer needed in this department.**

**Vote : Motion Carried**

**M/S/C Householder/Collins to approve Dept. 310, Public Works appropriation in the amount of \$261,500.00, subject to review for presentation at the public hearing. Also remove Public Works Director review and arrange budget to more accurately match spending.**

**Vote : Motion Carried**

**M/S/C Householder/Collins to approve Dept. 410, Transfer Station appropriation in the amount of \$165,864.00, subject to review/revision/table amount at the 3/24/2016 BOF meeting for presentation at the public hearing.**

**Vote : Motion Carried**

**M/S/C Householder/Collins to approve Dept. 105, Saleries appropriations in the amount of \$1,125,176.00, subject to review for presentation at the public hearing.**

**Vote : Motion Carried**

**M/T/C Householder/Collins to table Dept. 925, Capital Reserve until April 14, 2016 Board of Finance Meeting.**

**Vote : Motion Carried to Table**

**M/T/C Householder/Collins to table Dept. 926, Open Space until April 14, 2016 Board of Finance Meeting.**

**Vote : Motion Carried to Table**

**M/S/C Householder/Griggs to authorize Janet Griggs to reserve Salem School Multi Purpose Room for Public Hearing on Budget April 13, 2016 at 7:00 PM.**

**Vote : Motion Carried**

### **3. RECREATION COMMISSION:**

Sue Spang addressed the Board of Finance regarding the Forsyth Road soccer fields and park. She shared the 10-year plan with Board of Finance, and discussed the many volunteer hours to created the soccer fields. Sue Spang shared a revised estimate for completion of the pavillion and storage building. The pavillion will be available for all residents as a park and picnic area.

**M/S/C Householder/Griggs to approve the funding of an additonal \$105,225.00 for the pavilion, storage, bathrooms and septic for Forsyth Volunteer Park.**

**Vote : Motion Carried**

**Discussion Followed :**

**M/S/W Householder/Griggs to phase the Forsyth Volunteer Park project over a few years. Sue Spang will attend another meeting to present some phasing options to the Board of Finance.**

**Vote : Motion withdrawn**

**M/T/C Householder/Griggs to discuss the Forsyth Volunteer Park project at the next two weeks Board of Finance meetings.**

**Vote : Motion Carried to Table**

#### **4. OPEN SPACE PLAN :**

Janet Griggs questioned whether (1) the open space funds could be used for the purchase of the Zemko property and, if so, whether action would be required to declare the property open space and (2) whether a Town Meeting or Referendum would be required. She stated the Town should be adding to Open Space Budget each year. Kevin Lyden, First Selectman, will have Janet Griggs' information looked at by the Town Attorney.

#### **ADJOURNMENT**

**M/C Collins/Salas to ADJOURN the meeting at 8:45 pm**

**Vote : Motion Carried**

Respectfully submitted,

Kevin Lyden  
First Selectman

APPROVED BY THE SALEM BOARD OF FINANCE ON 3/24/2016.

APPROVED