

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

**Thursday, February 25, 2016
Special Meeting - 7:00 PM**

MEETING MINUTES

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

RECOGNITION OF VISITORS: None.

Roll Call/Seating of Alternates. Members present: Chairman TJ Butcher, Clerk George Householder, Hernan Salas, Janet Griggs, Deborah Cadwell, John Houchin, Alt., Robert Wolk, Alt. (7:02pm) and Marshall Collins (7:06pm). Members Absent: Ken Thomas, Alt. Also present: Kevin Lyden, First Selectman, Cheryl Philopena, Tax Collector, Jim Savalle, Gardiner Lake Fire Chief and Gloria Fogarty, Planning & Zoning Commission Chair.

M/S/C Householder/Griggs to seat John Houchin, Alt. as a regular member for absent Marshall Collins (7:03pm).

COMMUNICATIONS: None.

AGENDA:

1. APPROVAL OF MINUTES :

M/S/C Cadwell/to APPROVE the minutes of the February 11, 2016 BOF Regular Meeting with the following amendments :

- Page 1 of 5, Paragraph 1, Line 5 of Item 1 – Agenda – Change “Maiorono” to “Maiorano”.
- Page 2 of 5, Paragraph 1, Line 3 of Item 2 – Treasurer’s Report – Add “to” after the word “try”.
- Page 2 of 5, Paragraph 1, Line 5 of Item 4 – Selectman’s Report – Change “warning” to “warnings”.
- Page 2 of 5, Paragraph 1, Line 7 of Item 4 – Selectman’s Report – Change “Selectman’s” liaison to “Finance’s” liaison.
- Page 2 of 5, Paragraph 2, Line 4 of Item 4 – Selectman’s Report - Change “build” to “building”.

2. PUBLIC COMMENT : None.

3. PROPOSED APPROPRIATIONS FOR 2016-2017 FY

A) #116 ASSESSOR

First Selectman Kevin Lyden presented the budget for Dept. 116, Assessor (See File Copy).

M/S/C Cadwell/Griggs to APPROVE Dept.# 116, Assessor appropriation in the amount of \$17,010.00, subject to review/revision/table amount at the 4/13/16 BOF meeting for presentation at the public hearing.

Vote : Approved unanimously.

B) #118 TAX COLLECTOR

Cheryl Philopena, Tax Collector presented the budget for Dept. 118, Tax Collector (See File Copy).

M/S/C Householder/Griggs to APPROVE Dept.# 118, Tax Collector appropriation in the amount of \$14,415.00, subject to review/revision/table amount at the 4/13/16 BOF meeting for presentation at the public hearing.

Vote : Approved unanimously.

C) #158 LIBRARY

Len Giambria, Library Board Director presented the budget for Dept. 158, Library(See File Copy) .

M/S/C Cadwell/Salas to APPROVE Dept.# 158, Library appropriation in the amount of \$32,555.00, subject to review/revision/table amount at the 4/13/16 BOF meeting for presentation at the public hearing.

Vote : Approved unanimously.

D) #220 GARDINER LAKE FIRE CO.

Fire Chief Jim Savalle presented the budget for Dept. 220, Gardiner Lake Fire Co(See File Copy) .

M/S/C Householder/Griggs to AMEND budget line item 5-220-214 to 6,300.00 and create new item#5-220-220 entitled Mental Health Services and add \$5,000.00 to said line item.

Vote : Approved unanimously.

M/S/C Griggs/Houdin to APPROVE Dept.# 220, Gardiner Lake Fire Co. appropriation in the amount of \$79,940.00, subject to review/revision/table amount at the 4/13/16 BOF meeting for presentation at the public hearing.

Vote : Approved unanimously.

E) #230 AMBULANCE

Fire Chief Jim Savalle presented the budget for Dept. 220, Gardiner Lake Fire Co (See File Copy).

M/S/C Houchin/Cadwell to APPROVE Dept.# 230, Ambulance appropriation in the amount of \$41,705.00, subject to review/revision/table amount at the 4/13/16 BOF meeting for presentation at the public hearing.

Vote : Approved unanimously.

F) #600 ECONOMIC DEVELOPMENT

First Selectman Kevin Lyden presented the budget for Dept. 600, Economic Development (See File Copy).

M/S/C Salas/Householder to APPROVE Dept.# 600, Economic Development appropriation in the amount of \$2,150.00, subject to review/revision/table amount at the 4/13/16 BOF meeting for presentation at the public hearing.

Vote : Approved unanimously.

G) #610 CONSERVATION COMMISSION/IWWC

First Selectman Kevin Lyden presented the budget for Dept. 610, Conservation Commission/IWWC(See File Copy) .

M/S/C Householder/Cadwell to APPROVE Dept.# 620, Conservation Commission/IWWC appropriation in the amount of \$2,400.00, subject to review/revision/table amount at the 4/13/16 BOF meeting for presentation at the public hearing.

Vote : Approved unanimously.

H) #630 PLANNING AND ZONING

Planning & Zoning Commission Chair Gloria Fogarty presented the budget for Dept. 630, Planning & Zoning (See File Copy).

M/S/C Householder/Griggs to APPROVE Dept.# 630, Planning & Zoning appropriation in the amount of \$21,750.00, subject to review/revision/table amount at the 4/13/16 BOF meeting for presentation at the public hearing.

Vote : Approved unanimously.

I) #640 ZONING BOARD OF APPEALS

First Selectman Kevin Lyden presented the budget for Dept. 640, Zoning Board of Appeals (See File Copy).

M/S/C Griggs/Cadwell to APPROVE Dept.# 640, Zoning Board of Appeals appropriation in the amount of \$800.00, subject to review/revision/table amount at the 4/13/16 BOF meeting for presentation at the public hearing.

Vote : Approved unanimously.

J) #710 MUNICIPAL INSURANCE

First Selectman Kevin Lyden presented the budget for Dept. 710, Municipal Insurance(See File Copy) .

M/S/C Salas/Griggs to APPROVE Dept.# 640, Municipal Insurance appropriation in the amount of \$103,000.00, subject to review/revision/table amount at the 4/13/16 BOF meeting for presentation at the public hearing.

Vote : Approved unanimously.

K) #810 UNANTICIPATED EXPENSES

First Selectman Kevin Lyden presented the budget for Dept. 810, Unanticipated Expenses (See File Copy).

M/S/C Householder/Salas to APPROVE Dept.# 810, Unanticipated Expenses appropriation in the amount of \$1,000.00, subject to review/revision/table amount at the 4/13/16 BOF meeting for presentation at the public hearing.

Vote : Approved unanimously.

L) #935 REVALUATION

First Selectman Kevin Lyden presented the budget for Dept. 935, Revaluation(See File Copy) .

M/S/C Householder/Griggs to APPROVE Dept.# 935, Revaluation appropriation in the amount of \$0.00, subject to review/revision/table amount at the 4/13/16 BOF meeting for presentation at the public hearing.

Vote : Approved unanimously.

4. OLD LIBRARY FENCE

First Selectman Kevin Lyden advised the Board the funds for the fence came from grant funds.

5. 10 YEAR CAPITAL PLAN DISCUSSION

George Householder requested a detailed visual for the Town Meeting. Brief discussion followed. First Selectman Kevin Lyden advised three steps at the Annual Town Meeting : 1. Elect a Moderator ; 2. Accept the 10-year Capital Plan ; and 3. Adjourn to Referendum.

ADJOURNMENT

M/C Griggs to ADJOURN the meeting at 9 :00 p.m.

Vote : Approved unanimously.

Respectfully submitted,

Liz Burdick
Recording Secretary

APPROVED BY THE SALEM BOARD OF FINANCE ON _____.