

Approved

**SALEM BOARD OF FINANCE
SPECIAL MEETING MINUTES**

February 17, 2011

Revised 4/14/2011

PRESENT

Carole Eckart
T. J. Butcher
Janet Griggs
George Householder
Greg Preston
Roland Traylor
Bill Weinschenker

ABSENT

2 Vacancies (Alt)

B. Weinschenker called the meeting to order at 7:02 PM

1. Proposed appropriations for the 2011/2012 Budget.

N. Wood, Assessor, presented the Assessor's budget to the BOF. This budget has been decreased from the 2010/2011 budget. The Board of Assessment Appeal's line item has increased. This is due to the fact there will be revaluation hearings for the October 1, 2011 Grand List. Salaries for fieldwork and meetings, clerical, advertisements, a tape recorder and mailings are expenses needed for this line. N. Wood was able to lower the expenses in the Ledgers/Mapping and Conference/Mileage/Dues expense lines to accommodate the increase in the BOA line.

A.) M/S/C (Preston/Householder) to approve Dept. #116 (Assessor) appropriation in the amount of \$7830 , subject to revision at the 3/24/2011 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

K. Lyden, First Selectman reported to the BOF that he was able to negotiate a lower contract price with the company that is doing the Revaluation. The original price was quoted at \$136,000 and 80% was allotted in 2010/2011 budget year. The new price of the Revaluation work is \$96,800, therefore

no additional money is need in the 2011/2012 budget. Money not spend by June 30, 2011 will need to be carried over to the next fiscal year.

Sue Spang presented the Registrar of Voters/Elections budget. She informed the BOF that there is an increase of \$500. The State of Connecticut is requiring towns to purchase annual preventive maintenance on the ballot machines and memory cards. In the past, the State has paid for this. The town has three machines.

- **C.) M/S/C (Butcher/Eckart) to approve Dept #122 (Registrar/Elections) appropriation in the amount of \$11,200 , subject to revision at the 3/24/2011 BOF meeting for presentation at public hearing.**

Vote: Approved Unanimously

Michelle Guertin, Library Board Chair, presented the Library Department budget to the BOF (C. Eckart recused herself from any discussion) M. Guertin has asked for an increase in their budget from the 2010/2011. The increases are in line #156-31-315- Maintenance Service Fee, which is year two of the phase- in fee for Bibliomation software, and in line #158-95-961- Equipment to purchase two new computers. The Library has a total of twenty-one computers and would like to replace two outdated computers with two new ones every year. She listed projected revenues on her budget worksheet she handed out. The BOF asked about the increase in fees for Bozrah. K. Lyden addressed the BOF on this matter. B. Weinschenker was surprised that the town was increasing their Bozrah's fees by 40%. K. Lyden believes that this increase is justified. The cost to run the Library is over \$178,000, which includes salaries, materials, heat, electricity, phone, insurance, etc. K. Lyden will speak with Bozrah's First Selectman about this increase. He will let the BOF know the outcome before the March 24th meeting. T J Butcher asked what happens if we do not get the money from Bozrah. This will be discussed at the March 24th meeting.

- **D.) M/S/C (Preston/Butcher) to approve Dept #158, (Library) appropriation in the amount of \$24,004 , subject to revision at the 3/24/2011 BOF meeting for presentation at public hearing.**

Vote: For Approval: (5)Griggs, Householder, Preston, Weinschenker

For Denial: None

- **C. Eckart resumed her seat on the Board.**

First Selectman K. Lyden presented the Economic Development Department budget. The commission is doing a lot of research.

- **E.) M/S/C (Householder/Griggs) to approve Dept #600, (Economic Development) appropriation in the amount of \$2,250 , subject to revision at the 3/18/2010 BOF meeting for presentation at public hearing.**

Vote: Approved Unanimously

Sally Snyder, IWCC Chair, presented the IWCC budget to the BOF. She does not expect any major changes to the budget. She did point out three changes that were made to line items. Increases were made to the Engineering and Legal Fees and a decrease to GIS expense, but the overall budget remains the same as in the 2010/2011 budget year. S. Snyder informed the BOF that so far this year the committee has not had any major project.

F.) M/S/C (Eckart/Householder) to approve Dept #610,(Inland Wetland/Conservation Commission) appropriation in the amount of \$4,300 , subject to revision at the 3/24/2011 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

Chairperson K. Buckley presented the P&Z budget. The overall budget is the same as the 2010/2011 year. There is no way to predict cost for legal fees. These fees vary from year to year. She wanted the BOF to be aware of the revenue that was generated by P&Z. The total settlement from the Kobyluck case was \$112,000. So far this year we have received \$39,600. G. Preston asked if the revenue that will be received from this case will cover all the expenses occurred. The settlement that was agreed on was for all expenses including legal.

G.) M/S/C (Butcher/Griggs) to approve Dept #630, (Planning and Zoning) appropriation in the amount of \$35,300, subject to revision at the 3/24/2011 BOF meeting for presentation at public hearing.

Vote: Approved Unanimously

- **H) M/S/C (Preston/Butcher) to approve Dept #640 (Zoning Board of Appeals) appropriation in the amount of \$300, subject to revision at the 3/24/2011 BOF meeting for presentation at public hearing.**

Vote: Approved Unanimously

Sue Spang presented the Recreation Commission budget to the BOF. She is not requesting an increase. As she has stated in the past, the weekend school access and the Fee Based Activity lines will only be spent for that purpose. Most of the expenses in the SRA program line are expenses that occur in the spring. S. Spang informed the BOF that the Commission has a new policy fee governing the use of the Recreation Fields by both soccer and baseball teams that have less than 40% Salem members. The new fees are \$500. Fees collected so far are \$1,700.

- **I.) M/S/C (Butcher/Householder) to approve Dept #645, (Recreation Committee) appropriation in the amount of \$53,900, subject to revision at the 3/24/2011 BOF meeting for presentation at public hearing.**

Vote: Approved Unanimously

First Selectman K. Lyden presented The Dept. #710 budget. He informed the BOF that the Town has a 3 year agreement with CIRMA. No increase is needed in this department.

- **J.) M/S/C (Preston/Householder) to approve Dept #710, (Municipal Insurance) appropriation in the amount of \$108,278, subject to revision at the 3/24/2011 BOF meeting for presentation at public hearing.**

Vote: Approved Unanimously

- **K.) M/S/C (Preston/Butcher) to approve Dept .#810, (Unanticipated Expenses) appropriation in the amount of \$1,000, subject to revision at the 3/24/2011 BOF meeting for presentation at public hearing.**

Vote: Approved Unanimously

Adjournment

M/S/C (Eckart/Griggs) to adjourn at 8:24 pm.

Vote: Approved Unanimously

**Virginia Casey
Recording Secretary**