

**Unapproved
SALEM BOARD OF FINANCE
REGULAR MEETING MINUTES
June 13, 2013**

PRESENT

Carole Eckart
Janet Griggs
George Householder
David Kennedy (Alt)
Greg Preston
Bill Weinschenker

ABSENT

John Dolan (Alt)
Peter Lee (Alt)
TJ Butcher

B. Weinschenker called the meeting to order at 7:34 pm.

Recognition of Visitors: None

Seat Alternate:

**M/S/C (Eckart/Griggs) to seat D. Kennedy in the place of TJ Butcher
Vote: Approved Unanimously.**

Communications:

- Chairman Weinschenker received a planning letter from O'Connor Davies informing him that the auditors will be doing the preliminary work for the 2012/2013 fiscal year. A copy of this letter is included with these minutes.

ADDITIONS TO THE AGENDA:

- J. Griggs requested a "discussion on Zemko/Open Space" be added to the agenda. This will be added to the agenda.

AGENDA

1. APPROVAL OF MINUTES

M/S/C (Preston/Kennedy) to approve the May 9, 2013 minutes of the Regular Board of Finance Meeting minutes as presented.

Vote: Approved Unanimously.

2. TREASURER'S REPORT (SEE ATTACHED)

- Total Revenue Collections are at 100.8%.
- M. Ferren gave a report on the Bond money for the School Building Committee.
- Included with these minutes is a report on the adjusted Unassigned balance, which lists adjustments made to the 2012/2013 fiscal year. These figures are just an estimate of what the adjusted balance might be.
- Information on Miscellaneous line items was mentioned. These include Town Clerk's deposits, TOB Rentals, etc.
- Discussion by the BOF members directing the Treasurer to contact the school for acquiring timely information on payroll/payables payments.
- M. Ferren gave an overview of the Bond Fund Account.
- G. Householder asked if the town is expected to receive revenue for Tax Relief for the Elderly and Pequot/Mohegan Funding from the State. One more payment is to be received for the Pequot/Mohegan. The Treasurer was not sure about the Tax Relief for the Elderly Funds.

3. PUBLIC COMMENT: NONE

4. SELECTMAN'S REPORT:

First Selectman, K. Lyden, informed the BOF members that:

- The Town Hall has art pictures created by Salem School students being displayed on its walls.
- The Farmer's Market will start its second year on Thursday, June 27th, between the hours of 4:00 PM to 7:00 PM. Flyers were mailed to residents. Vendors for this year's market will serve lobster rolls, salads, custard, cupcakes and pizza. A magician will be performing on the opening date.
- Upcoming scheduled events at the Pavilion are a birthday party, Vintage market on the 29th of June, and a bike ride/meeting for July.

- The environmental clean up of the Zemko property has been declared clean. The amount of this clean up was \$35,000, paid by the previous owner.
- Board of Appeals received an invoice from Byrne & Byrne concerning the Kobyluck appeal. A transfer of funds is needed to pay this invoice. (See Attached Invoice). Discussion followed about whether this request is both an additional appropriation and a transfer, or just a transfer.

M/S/C (Eckart/Preston) to approve transferring \$3,000 from department 138-802, Medical/Dental Insurance to line item 116-205, Board of Appeals

**Vote: Yes (Eckart, Griggs, Householder, Kennedy, Preston)
No (Weinschenker)**

Motion Carried.

- We received the 2012/2013 invoices from the State of Connecticut for the Resident State Troopers contract. This invoice was \$5,000 more than budgeted. A transfer is needed to pay this invoice.

M/S/C (Griggs/Preston) to approve transferring \$5,000 from department 138-802, Medical/Dental Insurance to line item 210-216, Resident Trooper contract.

**Vote: Yes (Eckart, Griggs, Householder, Kennedy, Preston)
No (Weinschenker)**

Motion Carried.

K. Lyden is expecting to return \$150,000 to the General Fund at the end of the 2012/2013-budget year.

5. **ADDITIONAL APPROPRIATION FOR HEATING/COOLING SYSTEM**
 - The TOB is in need of repairing the nineteen year old heating/cooling system. This is the fourth and last repair of the split system. Other repairs on this system were done in previous years. Discussion followed about why this was not placed on the Capital Budget during budget season. It should be placed in the Capital Plan not in the Maintenance Department #135.

M/S/C (Preston/Griggs) to create a new line in the Capital budget and to approve an additional appropriation in the amount of \$14,000, with funds coming from the Unassigned Fund balance.

Vote: Approved Unanimously.

6. ADDITIONAL APPROPRIATION FOR TOWN COUNSEL LINE

- **Negotiations are still being worked out with the EMT/Firefighter's union contract. An additional appropriation is needed to cover these costs. The Board members agreed to make a transfer instead of using Unassigned Funds.**

M/S/C (Griggs/Preston) to approve transferring \$4,000 from department 138-802, Medical/Dental Insurance to line item 126-202, Labor Relations.

Vote: Approved Unanimously.

7. TAX COLLECTOR'S SUSPENSE LIST (file copy attached)

- **Chairman Weinschenker presented to the BOF, the Suspense list from the Tax Collector, C. Philapena, listing accounts that she believes to be non-collectable. BOF approval is needed to place accounts in suspense.**

M/S/C: (Householder/Kennedy) detailed examination has been made of the attached Suspense list of accounts totaling \$16,451.96 that is believed to be non-collectable. Pursuant to section 12-165 of the General Statutes, authority is hereby given to you to transfer such taxes in accordance with the law to the Suspense Tax Book. Transfer \$16,451.96 to the Suspense Tax Book.

Vote: Approved Unanimously

8. SCHOOL BUILDING COMMITTEE'S CONTINUED APPROPRIATION

Chairman Weinschenker reminded the Board members that during the budget season it was decided to do a continued appropriation

of funds remaining in department 910-992, 2012 School Renovation Bond Interest.

M/S/C (Griggs/Householder) to approve a continued appropriation for budget year 2013/2014 in department 910-992, School Renovation Bond Interest line, with funds remaining after the close of the 2012/2013 fiscal year.

Vote: Approved Unanimously.

9. ZEMKO/OPEN SPACE DISCUSSION.

Discussion on the use of Open Space funds followed. J. Griggs stated that according with state statues, any funds coming out of an Open Fund Account needs to go before a Town Meeting in order to be disbursed from funds. Concerned residents should go before the BOS for an alternative source of funding to replace funds that were used for the purchase of the Zemko property. It was suggested by Chairman Weinschenker that interested parties that request the funding to be replaced. The BOF will consider any action, if any at their next BOF regular meeting.

Adjournment

M/S/C (Preston/Kennedy) motion to adjourn at 9:14 pm.

Vote: Approved Unanimously

V. Casey

Recording Secretary