

**BOARD OF FINANCE
SALEM, CONNECTICUT
MEETING MINUTES
SEPTEMBER 11, 2014**

PRESENT

George Householder
TJ Butcher
Carole Eckart
David Kennedy
Janet Griggs
Robert Sartori
Hernan Salas, Alt
Jenifer Lee, Alt
John Dolan, Alt

ABSENT

GUESTS

Bill Weinschenker
Gene Maiorano

CALLED TO ORDER

TJ Butcher called the meeting to order 7:01 pm

RECOGNITION OF VISITORS

There were no visitors that wished to be recognized in attendance

SEAT ALTERNATE IF NEEDED

No alternate required

COMMUNICATIONS

None

ADDITIONS TO AGENDA

7- Executive Session-Re: Pending Litigation requested by Kevin Lyden

M/S/C- Householder/ Griggs – add to agenda, 7- Executive Session-Re: Pending Litigation

Vote: Approved Unanimously

AGENDA,

1. APPROVE MEETING MINUTES AUGUST 14, 2014 REGULAR MEETING

Add \$ sign to all financial figures

M/S/C- Householder/Griggs to approve the August 14, 2014 meeting minutes as amended

Vote: Approved Unanimously

2. TRESURER'S REPORTS

The Treasurer, Pam Henry, presented her reports (See File Copy).

a. Revenue Receipts- % of Budget

Householder questioned why the figures are not listed for Aug 2014. Henry will check with Cheryl Miller and give the answer to the Board on Monday.

b. General Fund Balance Sheet

Butcher questioned line 212000-212020, Due to CNR, he wanted to know the breakdown on the \$1,232,210.42 amount. Henry stated she couldn't give a breakdown this evening but would look into it and give the Board a full breakdown on Monday.

Householder questioned, again this month, if the Unassigned Fund balance, on page 3, includes the \$142,686.39 transferred at the July 10, 2014 meeting. Henry stated she was not able to obtain the answer yet but she will check to see if the balance reflects that transfer and let the Board know at the next meeting.

c. General Fund Budget vs. Actual

Householder questioned why Dept. 112, line 303, Town Clerk Mileage/Conference/Dues, was over budget. Lyden stated because the Town Clerk is new to the position she is attending several conferences. Lyden stated that he spoke to Linda Flugrad and she will remain within her overall budget. Householder questioned the amount of line item 4-097-072, Misc. Library Fees/Fines. Henry will research why the amount is \$9,012.19 and make any corrections if necessary.

Butcher questioned the amount of line item 4-097-070, Insurance Claims/Refunds. Henry stated the \$1,353.57 figure is accurate.

3. PUBLIC COMMENT

Bill Weinschenker of Music Vale Road spoke to the Board

4. SELECTMAN'S REPORT

Kevin Lyden presented his reports to the Board.

Lyden stated that Salem received an A1 rating from Moody's Investor Services. He stated that the cost for this review was \$10,500.00.

Lyden stated that Salem's annual town audit is underway. Lyden informed the Board that Marcia Marien and her lead auditor, Shawn, will be at the town hall on Monday, September 15, 2014 if they would like to meet them. Lyden stated that preliminary figures show approximately \$240,000.00 from the General Government fund to the General Fund.

Lyden stated that the Salem School Renovation project is coming to a close. Lyden stated that the Bond was a 15 year note on \$4.5 million dollars at 2.67%

interest rate. He also stated that approximately \$1.5 million of the cost has been reimbursed by the State of Connecticut. He expects approximately another \$200,000.00 to be reimbursed from the State of Connecticut. Lyden restated the path to referendum for the renovation project for the members that were absent last month. Lyden also reread the referendum question approved by the town. Lyden reviewed the preliminary spend sheet prepared by Cheryl Miller, *Salem School Construction Update*, with the Board. (See File Copy)

Lyden stated that the parking lot adjacent to the school is town owned property and is available for public use at any time. Lyden informed the Board that some improvements have been made to the area such as the added gazebo and granite posts.

Lyden notified the Board that the Emergency Service Study is being finalized and will be available by October 1, 2014. Lyden stated that he will set up a special Board of Selectman meeting in mid-October to have open discussion about the study.

Lyden stated that there was a parcel of industrial land, approximately 1.1 acres, located on Witch Meadow Road that was offered for sale to the town for \$5,000.00. The Board of Selectman decided not to purchase the parcel of land.

Lyden and Gene Maiorano updated the Board on the current progress of the KX merger with Montville. Maiorano stated that the merge is close to being finalized. He stated that he is waiting for all the contracts to be signed and then he will be looking to hire a manager for the dispatch center.

5. SALEM FIRE COMPANY- ADDITIONAL APPROPRIATION

Gene Maiorano reviewed the handout, *Requested Budget Increase Due to Major Equipment Breakdowns- September 02, 2014*, with the Board. (See File Copy)

M/S/C- Kennedy/Griggs to approve additional appropriations from the Unassigned Fund to line item 5-222-018, Fire Fighter Equipment, in the amount of \$3,200.00 and \$4,800.00 to line item 5-222-618, Repair/Maintenance Vehicles, for a total of \$8,000.00.

Vote: Approved Unanimously

6. BUILDING COMMITTEE UPDATE

Elbert Burr updated the Board on the current status of the Renovation Project. Burr stated that the project is close to completion. Burr stated that the stage rear entrance, nurse's room updates and upgraded outside lighting are still outstanding projects. Burr reviewed his hand out, *Salem School Renovation Program- Cost Summary*, with the Board. (See File Copy)

7. EXECUTIVE SESSION- RE: PENDING LITIGATION

M/S/C – Griggs/Eckert to enter into Executive Session at 8:50pm

Vote: Approved Unanimously
M/S/C- Griggs/Kennedy –to adjourn executive session at 9:05pm
Vote: Approved Unanimously

M/S/C- Griggs/Kennedy- to adjourn at 9:06pm
Vote: Approved Unanimously

Respectfully Submitted
Cindy Noe,
Recording Secretary

Approved