

**Approved**

**BOARD OF FINANCE MEETING  
SALEM TOWN OFFICE BUILDING  
REGULAR MEETING  
MAY 14, 2009 - 7:30 P.M.**

**PRESENT:**

Eckart, C  
Griggs, J.  
Freiert, K.  
Householder, G.  
Lyden, K. (Alternate)  
Pech, G. (Alternate)  
Weinschenker, W.

**ABSENT:**

Preston, G

CALL TO ORDER: Chairman Weinschenker called the meeting to order at 7:31 p.m.

RECOGNITION OF VISITORS:

Marcia Marien, CPA, from the Accounting firm of Marien and Company.

Ms. Marien gave a presentation on the services that would be provided to the Town of Salem if the town decided to hire her company for the 2008/2009 audit. (Presentation package included with minutes) What is unique about Marien and Company are seminars on auditing topics that are offered by her company for her clients.

SEAT ALTERNATE:

**M/S/C (Eckart/Griggs) to seat G. Pech in place of G. Preston.**

**Yes: (5) Eckart, Freiert, Griggs, Householder, Weinschenker**

**No: (0)**

**Motion carried unanimously.**

COMMUNICATIONS: N/A

ADDITIONS TO THE AGENDA:

AGENDA:

1. APPROVAL OF MINUTES: April 9, 2009 - Regular Meeting

Both amendments to the minutes of the meeting were on page 5.

- Change the word "to" to "too" (Is the BOE budget too high? Is the General Government budget too high?)
- Remove the phrase "No Action taken".

**M/S/C (Griggs, Freiert) to approve the minutes of the regular meeting of April 9th as amended.**

**Vote: Approved Unanimously**

## 2.) TREASURER'S REPORTS (Packet Included with minutes)

### A. REVENUE SUMMARY

Treasurer K. Siebert reviewed the April 2009 revenues. It was noted that revenues collected this year are at the lowest percentage in 6 years.

G. Pech asked about State/Federal Grant and if the town will receive anymore money. It was noted that we will not receive any more money for Education Equilization, one more payment is expected for Adult Education, and the Transportation Grant will be received later in the year. It was also noted that the money from the sale of the fire truck is under Dept #97, miscellaneous.

## 3.) PUBLIC COMMENTS - N/A

## 4.) SELECTMAN REPORT

- Selectman Ross informed the BOF that the State decided to leave the reimbursement rate for the Resident Troopers unchanged. He has received more information from the State regarding Resident Troopers. They are proposing to change the policy on overtime for the Resident Trooper, where as the town will be responsible for benefits relating to OT.
- **Supplemental Appropriation**
  - 1) Fire Truck - The 4 year financing of the SCBA fire equipment was approved at the town meeting. G. Maiorano presented to the BOF the terms of the financing and that the first payment of \$46,578 is due on 7/1/09. The total amount of the SCBA equipment will be \$186,312. First Selectman Ross will need to sign the paper work to proceed with this purchase. The money for the first payment is in the 2009/2010 Capital Budget.

**M/S/C (Freiert/Householder) to endorse the 4 year plan to purchase SCBA Fire Equipment with the first payment being on 7/1/2009.**

**Vote: Approved Unanimously.**

**2) Public Works - D. Bourdeau informed the BOF that the snow removal line in department #310 is over spent due to the harsh winter this year. They based this year's budget on previous years expenses. It was recommended that \$65,656 be added to line 310-090-0903 to cover the additional salt and sand expense.**

**M/S/C (Freiert/Householder) to increase line item #310-090-0903, Snow Removal Expense, by \$65,656 with funds coming from the undesignated funds.**

**Vote: Approved Unanimously.**

**3) Building and Maintenance - D. Bourdeau is asking the BOF to approve an additional \$8,000 to line #135-031-0314 to cover the repair and replacement of the heat pump and air handler in the TOB. It was noted that there is \$14,738 left in this account. \$10,000 in this line is designated for the Historic Grant, and that leaves this line with only \$4,738 for repairs to all building until the end of the year.**

**M/S/C (Pech/Eckart) to increase line item #135-031-0314, Municipal Building & Maintenance, by \$8,000 with funds coming from the undesignated funds.**

**Vote: Approved Unanimously.**

- **Selectman Ross informed the BOF that the town received a grant in the amount of \$38,000 as part of Energy Efficiency funds that all towns were granted. The town will need to decide how best to use this money. It was suggested that this money be used for solar panels on the Public Work's garage.**
- **K. Lyden asked the departments to look into 10 year capital plan for building repairs. (ex: roof, heating system, etc) Gene Maiorano asked the BOF to define Capital Items. Chairman Weinschenker stated that any item purchased that is expected to last over 5 years in amounts over \$5,000 would be considered capital.**

**5). AUDIT PROPOSAL**

- **The BOF discussed the presentation by Marien & Company. Chairman Weinschenker asked Kevin Lyden questions about set fees for the audits for 3 years and to clarify what is include in the quote and if references where contacted for comments. K Lyden will contact Marien and Company to let them know the BOF appointed them to do the 2008/2009 audit.**

**M/S/C (Householder/Griggs) to approve Chairman Weinschenker signing a contract with Marien & Company to complete the Town of Salem's 2008/2009 audit.**

**Vote: Approved Unanimously.**

6). REFERENDUM/MIL RATE

- The 2009/2010 Budget was passed at the Town Meeting on May 13, with 336 yes and 123 nos.

The BOF was pleased with the voting. The two questions that were placed on the ballot did not really convey any useful information. Discussion followed on how much the undesignated fund should grow by in relationship to setting the mil rate. If the mil rate was set at 23.3 the undesignated fund will grow by approximately \$97,000.

M/S/C (Freiert/Householder) to set the Mil Rate at 23.3 for the 2009/2010 Tax year.

Vote: Approved Unanimously.

7). FORM A SCHOOL BUILDING PROJECT FINANCING SUBCOMMITTEE

- A subcommittee is needed to gather information on wavers, grants, short or long term bonding and all other information that would be needed before going to referendum with this project. All information must be in place before going to the legislative session, This committee should meet with Robinson/Cole to discuss all options.

Chairman Weinschenker asked for volunteers. G. Householder, K. Lyden and J. Griggs were appointed.

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M/S/C (Eckart/Pech) to form a School Building Project Financing Subcommittee.

Vote: Approved Unanimously.

M/S/C (Eckart/Pech) to adjourn at 8:58 p.m.

Vote: Approved Unanimously.

Virginia Casey

Recording Secretary, BOF