

**BOARD OF FINANCE MEETING
SALEM TOWN OFFICE BUILDING
REGULAR MEETING
November 13, 2008 -7:30 P.M.**

PRESENT:

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

ABSENT:

CALL TO ORDER: Chairman Weinschenker called the meeting to order at 7:32 P.M.

RECOGNITION OF VISITORS:

- Gene Maiorano representing the Salem Volunteer Fire Company

SEAT ALTERNATE IF NEEDED:

- None

COMMUNICATIONS:

- None

ADDITIONS TO THE AGENDA:

Salem Fire Volunteer Fire Company Ladder Truck money will be addressed after the Selectman's Report.

AGENDA ITEMS

1. APPROVAL OF MINUTES:

M/S/C (Preston/Griggs/) a motion was made to approve the minutes for the October 9, 2008 meeting.

One change to the minutes of the October 9th meetings under the Library Board – Salary/Bozrah- is to taking \$5,000 from undesignated fund.

Motion Carried Unanimously

2. TREASURER'S REPORT: (handout included with minutes)

- There were two items that Kim Siebert will report back to the BOF on. These two items are State property tax under State/Federal Grant (Dept #92) and Leases under Miscellaneous Revenue (Dept #97).
- Kim informed the BOF that the audit is almost completed. The Auditors are waiting on fixed asset report and tax information from the tax office.

3. SELECTMAN'S REPORT

- The BOS did not act on the purchasing policy at their last meeting.
- The BOS imposed fees for leasing the town's recreation fields for events that are not sponsored by the town and they also increased fees for building permits

4. SALEM VOLUNTEER FIRE COMPANY – GENE MAIRONO

- The \$628,585 to purchase the ladder truck was placed in a CD while awaiting delivery of the truck. The truck was delayed due to a failed contract. The CD earned interest of \$6,848.65. Gene requested the interest be used for traffic advisory equipment in the amount of \$1,442 and 400 feet of hose in the amount of \$3,600. This request needs to be a separate capital item. The interest that was earned needs to be returned to the town and cannot be used for purchasing the extra equipment.

5. BUDGET PREPARATION (BOF SCHEDULE INCLUDED WITH MINUTES)

- Chairman Weinschenker asked the BOF to approve the 2009 BOF list of meetings. This list has to be filed with the town clerk's office. Chairman Weinschenker noted that there is one less meeting from last year. It was asked if the meetings could be scheduled earlier. Janet Griggs stated that 7 P.M was early enough.

**M/S/C (Freiert/Griggs) to approve the BOF 2009 list of scheduled meeting.
Motion Carried unanimously**

- The letter drafted by Chairman Weinschenker regarding 2009–2010 budget, that will go out to each department, was reviewed. The BOF stated their concern with getting the department's capital expense plans to the board in a timely manner. It was suggested that this information be presented to the board by the 15th of January. There was other suggestions regarding making the department aware that these are difficult times. The BOF discussed suggesting a cap be placed on the budget of zero to one percent increase for the overall budget. Chairman Weinschenker will make corrections to his letter and it will be discussed at the next BOF meeting.

6. HOMELESS SHELTER FUNDING

- Selectman Ross informed the BOF of a meeting and a tour of New London's homeless shelter that he attended along with other municipalities from the area. The shelter asked COG's members for their support. The BOS, at it's November meeting, considered the request and decided to contribute \$500 to the shelter at this time. The BOF discussed their concerns at donating to a single cause. Discussion followed as to which department this donation should be from. It was agreed that Selectman Ross should make this decision.

OLD BUSINESS

- Audit proposal - Chairman Weinschenker stated he received e-mail from Virginia stating that Kostin, Ruffkess & Co. will submit a proposal to the town in late January for the 2008/2009-budget year. Kevin Friert made a few suggestions changing the wording in a few areas of the proposal. Kevin Lyden will make changes. This item will be discussed over the next few months under old business. . There are at least four firms that we can request proposals from. We should choose an audit firm in April or May.

M/S/C (Griggs/Preston) to adjourn the meet @8:52 PM

Virginia Casey, Recording Secretary
Revised 12/01/2008

