

Approved

**SALEM BOARD OF FINANCE
REGULAR MEETING MINUTES
June 9, 2011**

PRESENT

TJ Butcher
Carole Eckart
Janet Griggs
Roland Traylor (Alt)
Greg Preston
Bill Weinschenker

ABSENT

George Householder

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

Recognition of Visitors: None

Seat Alternate:

**M/S/C (Preston/Griggs) to seat R. Traylor in the place of G.
Householder**

Vote: Approved Unanimously.

Communications:

- Chairman Weinschenker received a letter concerning the Town Report. (Letter included with the minutes). This letter noted that the 2009/2010 Town Report was not dedicated.

AGENDA

1. APPROVAL OF MINUTES

M/S/C (Griggs/Preston) to approve the May 12, 2011 revised on (6/9), of the Regular Board of Finance Meeting minutes as amended.

Vote: Approved Unanimously.

Amended as follows:

- Page 1: add the word "no" 186 yes and 72 "no".
- Change spelling: Page 3: from Leache to Dr. Leake
- Page 3: Name of the project "Salem School Building Committee".
- Page 4: Change the wording "Any invoices dated" to Any services performed post referendum should be part of the \$6.2M project.
- Page 7: Change the wording from "what will happen" to "what might happen", and from "known increases in revenue" to "known revenues returning to the General Fund".

2. TREASURER'S REPORT

- V. Casey reported that the Treasurer, M. Ferron, stated that this month's report was not ready. She will mail this report to the Board of Finance members.

3. PUBLIC COMMENT: NONE

4. SELECTMAN'S REPORT:

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

1. David Kennedy, a Republican, was appointed to the BOF as an alternate by the BOS.
2. The balance of \$25,000 for the Transfer Station has been received.
3. He spoke with Marcia Marien, the Town's Accountant, about the use of the FEMA Grant money. He was informed that money received from FEMA, for storm related expenses, could be placed in a Miscellaneous Grant Fund. This will allow the money to be transferred to the department that incurs these expenses.
4. He encouraged the BOF to call M. Marien if they have any questions concerning this Miscellaneous Grant Fund.

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

Chairman Weinschenker presented to the BOF a memo from the Tax Collector, C. Philapena, listing accounts that she believes to be uncollected. BOF approval is needed to place accounts in suspense.

M/S/C: (Butcher/Griggs) A detailed examination has been made of the attached Suspense list of accounts totaling \$17,588.37 that are believed to be uncollected. 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 \$17,588.37 to the Suspense tax book.

Vote: Approved Unanimously

6. Department #105 Salaries

- First Selectman Lyden discussed end of year adjustments to department #105-Salaries.

M/S/C (Eckart/Preston) to transfer from the salary lines as follows:

\$3,000 from line #105-25-630 - ZEO/Sanitarian/BldOff

Transferring to the following departments:

\$1,000 to 105-40-230 EMT/Maintenance

\$2,000 to 105-40-235 On Call Program

Vote: Approved Unanimously

7. SALEM FIRE COMPANY PHYSICAL

- First Selectman Lyden informed the BOF that the Board of Selectmen, at their June 2011 meeting, endorsed a supplemental appropriation in the amount of \$2,702 for firefighter's physicals.
- G. Preston asked if the money could be transferred from another department to cover this expense. It was determined that money can be transferred from Department #138 - Employee Benefits to cover this expense.

M/S/C (Preston/Butcher) for an additional appropriation in the amount of \$2702 to department 222-55-573 - Physical.

with funds coming from department #138-20-206 Insurance

Vote: Approved Unanimously

8. PUBLIC WORKS ENGINEERING

- K. Lyden also informed the BOF members that the

Board of Selectmen, at their June 2011 meeting, endorsed a supplemental appropriation in the amount of \$11,300 for engineering. This additional expense was needed for engineering work that was required in order to receive the \$150,000 Pavilion Grant.

Much discussion followed concerning the engineering expenses for this project. G. Preston asked if the First Selectman could transfer the requested \$11,300 from another department. Since any unspent money from the 2010/2011 budget year will be returned to the Town within a month anyway, it was suggested to take this money from the Undesignated Fund.

C. Eckart volunteered to gather information on different types of grants and how these grants are funded. The BOF endorsed this suggestion.

M/S/C (Butcher/Griggs) to add \$11,300, to line #310-45-453, with funds coming from the Undesignated Fund balance.

Vote: Yes (5): Butcher, Eckart, Griggs, Preston, Traylor

No (1): Weinschenker

Motion Carried

9. BUILDING COMMITTEE - MOSER, PILON FINAL INVOICE

M/S/C (Preston/Traylor) to create a new line item in the Capital Expense Department #930 for the School Building Committee and to create a journal entry to transfer all expenses that occurred post referendum into this new line and also to add an additional \$2,353 to this new line, to pay the

final invoice from Moser, Pilon, Nelson with funds coming from the Undesignated Funds.

Vote: Approved Unanimously

Chairman Weinschenker informed the BOF that the School Building Committee is working on replacing the boiler at the school by this fall.

Adjournment

M/S/C (Butcher/Griggs) motion to adjourn at 8:37 pm.

Vote: Approved Unanimously

V. Casey

Recording Secretary