

# **Approved**

## **SALEM BOARD OF FINANCE REGULAR MEETING MINUTES September 9, 2010**

### **PRESENT**

Carole Eckart  
Kevin Freiert  
George Householder  
Janet Griggs  
R. Traylor (Alt)  
Bill Weinschenker

### **ABSENT**

T J Butcher (Alt)  
Greg Preston  
Vacancy (Alt)

B. Weinschenker called the meeting to order at 7:33 pm.

**Recognition of Visitors:** None

### **Seat Alternate:**

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

**Vote: Approved Unanimously**

**Communications: None**

### **Additions:**

K. Lyden, First Selection, requested a supplemental appropriation which will be addressed under the Selectman's Report.

### **Agenda**

1. **Approval of minutes**

**M/S/C (Eckart/Griggs) to approve the minutes of the August 12, 2010, regular Meeting of the Salem Board of Finance as presented.**

**Vote: Approved. In favor- Eckart, Griggs, Weinschenker.  
Abstaining- Freiert, Householder, R. Traylor**

**2. Treasurers Report**

M. Ferren presented her report: (see file copy).

- Tax collections is up 1% from last year.
- The Auditors are doing adjustments for the 09/10 budget year. Until then, reports on the balances will not be updated.

**3. Public Comment: None**

**4. Selectman's Report**

- Discussed with Marien and Company moving money when needed, from one department to another, this was endorsed by audit firm.
- The Town of Salem's website ([salemct.gov](http://salemct.gov)) is being used for general and emergency announcements. Registration is necessary to access this information.
- Clean up of the Town Center shopping center is an on going project. The sign is being painted and should be finished shortly. The run-down trailer at the corner of Rathbun Hill Road/Old Colchester Road has been removed. Thanks goes out to the SVFCO and GLVFCO for their help with this removal at no cost to the town.
- The fire departments are having a pasta dinner fundraiser on Saturday, September 25th.
- Solar panels are in place on the Library, Salt Shed and the TOB. The Gardner Lake Fire Department's solar panels will be installed on their building next month.
- ARRA: Heating/Air-conditioning bid came in under the grant amount of \$36,686. The work is almost completed.
- A Historic Grant which requires a match has been submitted. The town in its 2010/2011 Capital Budget has

allocated \$35,000 for repair to the Center/Grange which can be used for the necessary match.

- Money has been approved by FEMA for reimbursing the Town for damages during the March 2010 storm. The amount of this award is \$40,426.98. We have already received \$8,788.00. During this storm, pumping equipment used by the fire companies was damaged. There were 60 basements pumped out in one day. Some town roads were damaged and the Public Works department used their budget to repair and replace these damages. K. Lyden wanted the BOF to be informed if these three departments request additional budget request later in the year.
- The Board of Selectman endorsed a request for a \$9,121.62 supplemental appropriation, for the Public Works Line for the CT DEP Section 39 NPS Management Grant Program (Niantic River Water Shed). The Town Planner is preparing this grant. D. Bourdeau will be purchasing this equipment (GIS Trimble Stick) that will be used with the Town's GIS system to monitor 3 locations in Salem. This equipment can also be used by the Public Works crew in other areas, (locating basins, storm drains, signs). Questions by the BOF members were: What happens to the appropriated money if the town does not receive the grant? Should this item be a Capital expense, or placed in the Public Works Department budget? B. Weinschenker asked if there will be other fees associated with this purchase in future years.

**M/S/C (Eckart/Griggs) to appropriate \$9,122 from the Undesignated Fund to purchase GIS equipment to be place in a new Capital line for the CT DEP Section 319 NPS Management Grant Program match and to endorse approval for the grant application.**

**Vote: Approved Unanimously**

## **5. Capital Plan**

- Discussion followed by the BOF members concerning the need to get a better handle on the needs of the Town of Salem's Capital projects. It was determined that during the budget meetings, there is not enough time to understand and question the requests by individual departments on their 10 year projections. The Board would like a list of all Capital items. How old each item is and the projected life of the item. It was suggested that the Capital Plan be presented to the BOS and they should make recommendation to the BOF. J. Griggs suggested the BOS view all bulk purchases. G. Maiorano spoke about the handling of the Capital Plan items in previous years. He has been doing budgets for 32 years and feels that just looking at numbers does not work. Departments would get together with a facilitator to discuss the needs of each department for the coming years. At these meetings there would be a representative from the Boards and Commissions to work on the budget. There was a give and take and funds were set aside each year for vehicles. J Savalle stated that some of the vehicles are so old that it is difficult to find parts. D. Bourdeau asked the BOF for the definition of a Capital item. Five years, five thousand dollars. No PCs should be on the capital list. G. Householder would like to see the capital plan in December or January. He stated that to balance the budget, the first place the BOF looks is capital items. It was agreed that the individual Boards, commissions and department heads would meet to discuss the Capital needs of the town. K. Lyden volunteered to be the facilitator at these Capital meetings.

**M/S/C (Griggs) to adjourn at 8:50 PM. Unanimous.**

Virginia Casey,  
Recording Secretary