

Unapproved

SALEM BOARD OF FINANCE REGULAR MEETING MINUTES May 12, 2011

PRESENT

TJ Butcher
Carole Eckart
Janet Griggs
George Householder
Greg Preston
Bill Weinschenker

ABSENT

Roland Traylor (Alt)
2 Vacancies (Alt)

B. Weinschenker called the meeting to order at 7:30 pm.

Recognition of Visitors: N/A

Seat Alternate: None

Communications:

Chairman Weinschenker received a letter from Marien & Company outlining their fees acknowledging their appointment as the Town's Auditors for the 2011/2012 fiscal year.

He also received a copy of an email from FEMA detailing the reimbursable expenses for the January 12/13, 2011 storm. The town is expected to receive 75% of the \$21,473 expenses reported.

The results of the 2011/2012 Budget Referendum were as follows: 258 ballots cast, 186 yes and 72.

There were a few comments in the ballot box. These comments are available for the Board members to review.

Agenda

- 1. Approval of minutes**

**M/S/C (Butcher/Eckart) to approve the April 14, 2011,
Regular Meeting minutes as amended.**

Page2: last paragraph- Add “Jack Samataro has returned from medical leave”.

Page 4: spelling of the word “OSHA”

Page 5: spelling of the word “superintendent”

Vote: Approved Unanimously

2 Treasurers Report

M. Ferren presented the Board with her report (see file copy).

- Property Tax Revenue collected this month was down slightly for the same period last year (2010/2011- 99.4%, 2009/2010- 99.7 %).
- Overall revenue was up 2.4% .
- C. Eckart asked about the TAR and the LOCIP revenue and if the town is expected to received it. Revenue is expected to be received.

The following revenue items were addressed during the treasurer’s report.

- (Dept #92) Pequot/Mohegan - Money was received in the amount of \$6,506 leaving a balance of \$8,200 to be collected.
- (Dept #93) Education Equalization Grant - Money was received this month in the amount of \$1,300,000.
- The transfer of two million dollars to the Stif Account from Chelsea Groton checking account was successfully accomplished. This account is earning a higher percent of interest.
- A new account has been open called the Building Department Change Fund.

- A \$10,000 grant was received called “REAP” which stands for “Rural Energy for America Program”. K. Gadree applied for this grant.

3 Public Comment: None

4. Selectman’s Report

- K. Lyden stated that more volunteers are need and that everyone should be encouraging people to join the many boards, commissions and organizations of the Town. He noted that there are three or four new firefighters. He thanked the Board of Finance for their many hours of volunteer time. TJ Butcher thanked Kevin Lyden for his volunteer hours.
- The Firefighter’s physicals will be paid in this year’s budget. The total cost is approximately \$2500. Virginia spoke with the Auditor and they informed her that since the expense occurred this year it should be paid this year. K. Lyden said that he has savings in some accounts that he can transfer to this department.
- BOE is meeting Monday to discuss the hiring of an interim superintendent. The public is invited. Dr. Leek, the Superintendent, is leaving this spring. They also stated that the \$432,000 Federal grant money is being returned to the town, plus an additional \$100,000 from the school’s 2010/2011-budget year.
- The Building Committee line #930-100-0021 in the capital account has been exhausted. We still have a few expense items remaining that are post referendum expenses. The committee was still talking to the Architect about procedures for the \$6.2 million dollar school project.
- Chairman Weinschenker informed the BOF that the Committee requested bids for this project. There were 6 bids received and four were selected to interview. An

architect from these 4 interviews has been selected and design work for replacing the school's boiler has begun. The BOF will need to appropriate money in this year's fiscal budget for this expense. A new line for this project should be setup this fiscal year. Any invoices dated post-referendum should be deducted from the \$6.2 million project.

- First Selectman Lyden will address the BOF with the final invoice from Moser and Pilon at their June 2011 meeting and report back to the BOF with this information.

5. Public Works Department

- There are two expense lines that are overspent in this department: Line item #310-090-0903-Snow Removal in the amount of \$21,824.72 and #310-054-5499-Vehicles for \$9,858.87. There was much discussion on the difference between transferring money and approximating money to departments. According to the Town Charter the BOF can approve transferring money from one department to another. Money cannot be transferred from a revenue line item because this will increase the approved bottom line budget.

First Selectman Lyden wanted to transfer money for engineering cost for the Pavilion to department #310-45-453. His request was for a total of \$45,000 from 138- 202-206 instead of just the \$31,683.

Chairman Weinschenker asked if this was an additional expense for the Pavilion project over the \$150,000 received from the grant. The Pavilion Grant money will not cover engineering cost. G. Householder would like K. Lyden to have the BOS endorse this additional cost for engineering at their next meeting before transferring this money. This additional money requested for engineering was tabled until the June Board of Finance meeting.

M/S/C (Householder/Butcher) to transfer money from dept. #138-202-206 in the amount of \$31,683 to the following line items:

310-090-090- Snow Removal in the amount of \$21,824

310-054-5499-Vehicles in the amount of \$9,858

Vote: Approved Unanimously

6. Salary Department #105

It is estimated that the following lines in this year's budget will be overspent.

- 105-040-230 EMT Maintenance-The increase in this line item is because of after hour emergencies.
- 105-40-235 On Call Program – Increased emergency calls.
- 105-35-310 Public Work Salary – This overtime was due to the many storms that occurred this year.
- 105-25-610-Recording Secretary the Building Committee meeting expense is using this line.
- Bill Weinschenker stated that the Building Committee Meeting Recording Secretary Expense should be included in the \$6.2 million project.
- Bill asked if the Public Work's salary overtime hours are for work on Capital projects such as the trail and road rehabilitation. D. Bourdeau informed the BOF that overtime for the Public Work Crew was related to the hours the crew spent working during the many snowstorms this winter. The main concern of the BOF is a true cost of all Capital projects. In the past, if the Public Work Crew's work hours were used on capital projects, this expense was charged to these projects.
- Kevin Lyden informed the BOF that the Public Work Crew work 40 hours. They work for the Library, School, Rec fields and on Capital items during their 40 hours. He is running the town budget lean and has money left in the salary department.

M/S/C (Householder/Preston) to transfer money from Dept. 105-25-630 ZEO/Sanitarian/Bldg. in the amount of \$1,500 and from Dept. 105-25-123 in the amount of \$9,000 to

- **105-040-230-EMT/Fighter in the amount of \$2,000,**

- **105-40-235-On Call Program in the amount of \$1,500**
- **105-035-310-Public Works in the amount of \$6,000**
- **105-025-610-Recording Secretary in the amount of \$1,000**

Vote: Approved Unanimously

7. Town Meeting/Referendum/Set Mil Rate (file copy)

Chairman Weinschenker informed the BOF that he had Virginia print out forms showing the impact on the Undesignated Fund by increasing the mil rate by 1 tenth of a percent and no increase.

J. Griggs was very concern about what will happen with the State of Connecticut budget and the impact of this on the Town. She would like to wait to set the mil rate. Her concern was that citizens will set their individual budget based on the approved mil rate of 24.5. She would like to wait on setting the mil rate instead of having to impose a supplemental tax. She thinks by increasing the mil rate this year the citizens will think it is the State's doing.

G. Householder did not want to tax the town people to increase the undesignated balance. When he calculated the known increases in revenue, the Undesignated Fund will stand at 11%

M/S/C (Householder/Preston) to set the 2011/2012 mil rate at 24.5

Vote: (5) Eckart, Butcher, Householder, Preston, Weinschenker

No: (1) Griggs

Vote: Motion Carried

Adjournment

M/S/C (Butcher/Eckart) motion to adjourn at 9:10.

Vote: Approved Unanimously

V. Casey
Recording Secretary