

**TOWN OF SALEM
BOARD OF FINANCE
REGULAR MEETING MINUTES
THURSDAY, JANUARY 26, 2023 – 7:00 P.M.
SALEM TOWN HALL – CONFERENCE ROOM 1**

**The minutes submitted below have been filed in accordance with
Section 7-342 of the CT General Statutes. They are subject to final approval
with or without amendments by a vote of the Board of Finance (BOF).
Approval and any such amendments will be detailed in subsequent BOF minutes.**

PRESENT

William “Skip” Dickson, Chairman
Marshall Collins, Clerk
Corinne (Cory) Bourgeois
Deborah Cadwell
Janet Griggs
Matt Rucci
Kate Belleville, Alternate
John Bernier, Alternate
Maryann Casciano, Alternate

ABSENT

none

ALSO PRESENT

Finance Specialist Lisa Jablonski

CALL TO ORDER

Chairman Dickson called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

RECOGNITION OF VISITORS: *none*

SEAT ALTERNATE IF NEEDED: *none*

COMMUNICATIONS: *none*

AGENDA:

- 1. APPROVAL OF MINUTES: JANUARY 12, 2023 BOF REGULAR MEETING**
M/S/C: Griggs/Collins, to approve the January 12, 2023 Board of Finance Regular Meeting Minutes, with the following amendment:

Page 6, Item 7(f):

Clerk Collins recommended he contact Senator Martha Marx and Representatives Cheeseman and Haynes for any alternative funding possibilities.

Discussion: None. Voice vote, 6-0, all in favor.

2. ACT ON PROPOSED APPROPRIATIONS FOR FY2023/24

a. #930 CAPITAL EXPENDITURES

The Board discussed the following proposed FY2023/24 Capital Expenditures:

Board of Education (BOE)

Line 1, BOE Replace 1994 Roof Top/AC Units – <i>included in the bond refunding</i>	
For FY2023/24 to FY2026/27	Original Amount: \$ 100,000.00
	Adjusted Amount: \$ 0
Line 1, BOE Replace 1994 Boilers	Original Amount: \$ 75,000.00
	Adjusted Amount: \$ 114,400.00
Line 4, BOE Network Upgrades	Original Amount: \$ 105,000.00
	Adjusted Amount: \$ 139,459.00
Line 8, BOE Gymnasium Wall Padding – <i>moved to FY2024/25</i>	
	Original Amount: \$ 26,700.00
	Adjusted Amount: \$ 35,280.00

A letter received by BOE Chairman Sean Reith states the priorities as follows:

- (1) Network Upgrades
- (2) Replace 1994 Boilers
- (3) Wall Padding

Extensive discussion ensued regarding the BOE Capital Requests, including providing partial funding for the wall padding, dividing the funds for the boiler replacement, pushing out the boiler replacement or wall padding, and the possibility of recommending the wall padding to the ARPA (American Rescue Plan Act) Committee for funding. *The Board agreed to move Line 8, BOE Gymnasium Wall Padding to the next Fiscal Year for the time being.*

Recreation Commission

Line 12, Rec Volunteer Park – Concession Stand <i>Pavilion</i>	
FY2025/26	Requested Amount: \$ 45,000.00

The current plan is to construct a Pavilion with storage space. There are no plans to include bathroom facilities or a concession stand at this time. The Pavilion will serve the proposed Disc Golf Course, which will be based at Volunteer Park; Salem School Soccer, and; Salem Soccer, which the Commissioners are working to bring back to town. *The Board agreed to maintain the item.*

Public Works

Line 14, PW Front End Loader	FY2023/24	Original Amount: \$ 65,000.00
		Adjusted Amount: \$ 70,000.00
	FY2024/25	Original Amount: \$ 65,000.00
		Adjusted Amount: \$ 70,000.00

Line 16, PW Over Rail Mower	FY2023/24	Original Amount: \$ 50,000.00
		Adjusted Amount: \$ 60,000.00
	FY2024/25	Original Amount: \$ 60,000.00
		Adjusted Amount: \$ 71,000.00

Line 22, PW Road Improvement – <i>annual 1.02% increase</i>	FY2023/24	Requested Amount: \$ 442,243.00
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Line 24, PW Heavy Duty Mechanical Thumb/Hydraulic	FY2023/24	Requested Amount: \$ 7,000.00
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Line 25, PW Ford Expedition – *Salem Volunteer Fire Company (SVFCO) Chief Chip Weston stated that, due to its current condition, the Fire Company has agreed to donate the Squad Vehicle, which is over 20 years of age, to the Public Works Department. Rather than purchasing a new vehicle, the SVFCO will be utilizing their existing Service I vehicle as their Squad Vehicle for all medical calls. The renaming of the vehicle to reflect its use will be determined.*

FY2023/24	Requested Amount: \$ 50,000.00
	Adjusted Amount: \$ 0

Gardner Lake Volunteer Fire Company – not present

Line Item 28, GLVFCO Fire Fighting Turnout Gear and Hose	\$ 14,000.00
Line Item 29, GLVFCO Seal Parking Lot – <i>moved to FY2024/25</i>	\$ 6,860.00
Line Item 30, GLVFCO Building Roof Replacement – <i>moved to FY2024/25</i>	\$ 50,000.00

Salem Volunteer Fire Company (SVFCO)

Line Item 35, SVFCO Engine Tanker	\$ 120,000.00
Line Item 36, SVFCO Replacement Gear & Hose	\$ 13,000.00
Line Item 37, SVFCO Scott 4500 psi SCBA Air Packs (includes GLVFCO) –	
Air Packs & Bottles:	\$ 365,000.00

Bottles – *The adjusted amount is based on a 3% increase in the item's current price (\$1,350.00 per bottle x 72 bottles total for both Fire Companies). Because the Bottles must be replaced by January 2024, he proposed the option of dividing the cost into two (2) years of \$45,900.00, with the understanding that the cost would, most likely, increase the following year. The Bottles must be replaced every 15 years.*

Original Amount: \$ 91,800.00
Adjusted Amount: \$ 97,200.00

Air Packs – *The Air Packs must be replaced by 2028/29. He proposed the option of funding the Air Packs over a five (5) year period from FY2028/29 to FY2033/23 for \$61,200.00 per year, plus inflation costs.* \$ 267,800.00

Historical Society

Line Item 41, Heating Units & Dehumidifiers \$ 26,300.00

Clerk Collins referred Historical Society President Elby Burr to former President Bob Ross who informed him of a state program that specifically funds such items and offered to help complete the grant application. Clerk Collins expressed his willingness to encourage the Legislators to support the item.

Per the Auditor's recommendation, the Capital Plan Budget should be within 10% of the town's overall budget. The proposed FY2023/24 Capital Plan Budget is approximately \$128,000.00 below the projected amount. Discussion ensued regarding suggesting the BOE Gymnasium Wall Padding, Boiler Replacement, and Network Upgrades to the ARPA Committee for consideration. Further reducing the amount would allow the Board to allocate those additional funds to the town's Operating Budget, funding public safety and general cost increases.

M/S/C: Collins/Bourgeois, to approve the preliminary FY2023/24 10-Year Capital Plan with a total of \$1,074,302.00, subject to review and/or revision. Discussion: None. Voice vote, 6-0, all in favor.

b. 10-YEAR CAPITAL PLAN

Additional information and guidance regarding the Public Works' items and prioritizing their FY2024/25 Capital Requests will be requested.

M/S/C: Collins/Cadwell, to approve the preliminary FY2022/23 10-Year Capital Plan, subject to review and/or revision. Discussion: None. Voice vote, 6-0, all in favor.

OLD BUSINESS: *none*

ADJOURNMENT

M/C: Rucci to adjourn the meeting at 8:14 p.m. Discussion: None. Voice vote, 6-0, all in favor. Meeting adjourned.

Respectfully Submitted by: Agnes T. Miyuki, Recording Secretary for the Town of Salem

A VIDEO RECORD OF THE MEETING CAN BE FOUND ON THE TOWN'S WEBSITE UNDER BOARDS & COMMISSIONS – BOARD OF FINANCE – MEETING VIDEOS