

**GTOWN OF SALEM
BOARD OF FINANCE
REGULAR MEETING MINUTES
THURSDAY, MAY 10, 2018 – 7:00 P.M.
SALEM TOWN OFFICE BUILDING**

PRESENT

George Householder, Chairman
Marshall Collins, Clerk
Deborah Cadwell
Janet Griggs
John Houchin
Hernan Salas
Corinne (Cory) Bourgeois, Alternate

ABSENT

William “Skip” Dickson, Alternate
Michael Jensen, Alternate

ALSO PRESENT

First Selectman Kevin Lyden

CALL TO ORDER:

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

RECOGNITION OF VISITORS: *none*

SEAT ALTERNATE IF NEEDED:

COMMUNICATIONS:

1. Annual notification regarding the appointment of an Auditor
2. Correspondence regarding Chelsea-Groton Bank
3. Correspondence from Clerk Collins regarding the State’s approved budget for FY2018/19

ADDITIONS TO THE AGENDA: *none*

AGENDA:

1. APPROVAL OF MINUTES:

a. April 12, 2018 BOF Regular Meeting

M/S/C: Houchin/Collins, to approve the Regular Meeting Minutes of April 12, 2018.

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

b. April 11, 2018 BOF Public Hearing Meeting

M/S/C: Collins/Houchin, for April 11 Meeting Public Hearing. Discussion: None. Voice vote, 5-0-1. Voting in Favor: Board Members Cadwell, Collins, Griggs, Houchin, and Householder. Voting in Opposition: None. Voting in Abstention: Board Member Salas.

2. TREASURER’S REPORTS

A. REVENUE SUMMARY

B. TRIAL BALANCE**C. FUND BALANCE****D. OTHER**

The Board reviewed the *Balance Sheet* and *Budget vs. Actual Reports*. Treasurer Pam Henry noted that the final column indicating the percentages was inadvertently cut off in past reports and will be fixed for future reports. Chairman Householder stated that line items 4-093-173 – Special Education and 4-093-187 – Teacher Retirement Contribution should read zero. In response to Board Member Houchin regarding the three driveway bonds (line items 2125571, 2125572, and 2125573), First Selectman Lyden explained that a \$2,000.00 driveway bond is required to ensure that a driveway will be installed before a Certificate of Occupancy (C/O) is issued during the off-season months when the asphalt plants are closed. The receipt and expenditures of line item 420000-009 – Pequot/Mohegan and 420000-011 – LoCIP (Local Capital Improvement Program) were questioned as were line items 5-105-111 – Salaries, ZEO/WEO, which is currently underspent, and 5-152-813 – Gardner Lake Authority, which includes the towns of Salem, Bozrah, and Montville and is expended at the end of the fiscal year. Treasurer Henry will investigate whether line item 5-157-822 – Regional Services, Adult Education (expenditures), which is passed on to the School, is related to line item 4-093-036 – Grants for Education, Adult Education (income). The payments for line item 5-240-220 – Public Safety, 911 Emergency Contract, whose cost is decreasing, are made quarterly.

M/S/C: Griggs/Salas, to approve the April 2018 Treasurer's Report. Discussion: None.
Voice vote, 6-0, all in favor.

3. PUBLIC COMMENTS – none**4. SELECTMAN'S REPORT**

First Selectman Lyden thanked and commended Treasurer and Senior Liaison Henry for doing a great job with the Salem Seniors, having coordinated a senior luncheon at *Two Brothers Restaurant* on the first and third Tuesdays of the month at 11:30 a.m. A set menu is served and half of the \$10.00 bill (includes taxes and tips) is paid for by the Salem Seniors for its members. Nineteen seniors attended their first luncheon. Those interested in joining the Salem Seniors may contact Senior Liaison Henry; the membership fee is \$5.00.

Volunteer Elizabeth "Buffy" Lane, who has organized the Library's Used Books and Plant Sale for the past eight (8) years, will be receiving an award from the Friends of CT Libraries for her efforts, goods, services, and dedication to the Library. Sale generates approximately \$1,200.00/year. He expressed his gratitude to her and her team of workers for their time and commitment to the Town.

Baseball Opening Day was held on Saturday, April 28. The Public Works Department was thanked for preparing the fields for the event. Board Member Collins noted the ongoing parking issues during large events as many do not heed the No Parking signs and park along Round Hill

Road, obstructing the residents' sight lines as they exit their driveways. First Selectman Lyden stated that he would request a Trooper to enforce the parking in the area in the future.

5. FIRST SELECTMAN TRANSFER REQUESTS - *none*

6. APPOINTMENT OF AUDITOR ANNUAL NOTIFICATION

M/S/C: Collins/Cadwell, to notify the State regarding the appointment of O'Connor Davies, LLP, as the Town's Auditor for Fiscal-Year 2017/18. Discussion: None. Voice vote, 6-0, all in favor.

7. REFERENDUM – DISCUSSION – SET MIL RATE

Chairman Householder reviewed the results, stating that the budget was overwhelmingly passed with a vote of 159 in favor and 24 opposed to the proposed budget of \$14,989,478.00 for FY 2018/19. In addition, the questions regarding the budgets for the General Government and Board of Education indicate that the majority of the voters felt that each of their respective budgets is "just right".

The Board reviewed the anticipated revenue for Fiscal-Year 2018/19, line-by-line. Chairman Householder proposed the possibility of allocating additional funds to the down payment on the purchase of the fire truck, which would result in a cash discount and lower payment amounts, or the School roof rather than lowering the mil rate, which would, most likely, need to be raised in the following fiscal year to offset the costs of the additional students who are expected to attend East Lyme High School. While it makes economic sense, Clerk Collins was opposed to charging the current residents for a long-term asset; the costs, he felt, should be evenly spread out. In addition, a \$4.5 billion State deficit is expected and additional cuts are anticipated. The Board Members agreed that it would be more prudent for the Town to keep the mil rate flat level rather than lowering the mil rate, only to raise it the following the year.

M/S/C: Collins/Griggs, to set the mil rate at 32.2 mils. Discussion: None. Voice vote, 6-0, all in favor.

OLD BUSINESS: *none*

ADJOURNMENT:

M/S/C: Cadwell/Collins, to adjourn the meeting at 8:21 p.m. Discussion: None. Voice vote, 6-0, all in favor.

Respectfully Submitted by:

Agnes Miyuki, Recording Secretary for the Town of Salem