

MINUTES
BOARD OF FINANCE
April 16, 2018

PRESENT: John Olsen, Ona NejdI, Jane Scully Welch, Doug Traynor, Dara Onofrio, Michael Smith, Kirk Carr and Lauren Santos

Also present: Dawn Norton

The meeting was called to order at 7:00 p.m.

All stood to recite the Pledge of Allegiance

Approve of Minutes: Special Meeting March 12, Regular Meeting March 19, and Public Hearing April 11 and Special Meeting April 11

- A motion was made by D. Traynor, seconded by O. NejdI to approve the minutes of the Special Meeting on March 12, 2018, the Regular Meeting on March 19, 2018, the Public Hearing on April 11, 2018 and Special Meeting on April 11, 2018 as submitted. The motion carried unanimously.

Correspondence:

- The board had no correspondence at this time.

Visitors and Public Comments:

- K. Carr distributed the CT General Statutes Section 7-136: Municipal economic development commissions.
- Questioned if the Grand List would be presented today.
 - D. Norton will send out these figures to the board members

Review the Estimated Education cost Sharing budget for 2018/2019:

- D. Norton distributed informational sheets and provided an explanation on how reducing the revenue affects the budget
- Revenue (received from the Tax Levy and Other Revenues) needs to match the town's expenditures
- A motion was made by D. Onofrio, seconded by J. Welch to add \$1,597,449 back into the ESC budget increasing it to \$5,097,449. The motion carried with a vote of 4 in favor and 2 opposed (D. Traynor and O. NejdI).

Police Boat appropriation and line item transfer request:

- The full cost of the Police Department boat is \$178,500.
- A motion was made by D. Onofrio, seconded by M. Smith to transfer \$7,500 from Police Department Communication Devices (55300) to the Marine Boat Capital Account (604201-59040). The motion carried unanimously.
- A motion was made by D. Traynor, seconded by M. Smith to approve the remainder of \$123,950 for the purchase of the Police Department boat be taken from the undesignated fund balance and go to a town meeting. The motion carried unanimously.

Accept SHIPP (Small Harbor Improvements Projects Program) Grant in the amount of \$110,000:

- No matching funds are required
- There was confusion regarding this Grant, as Exhibit A was not included in the packet
- A motion was made by J. Welch, seconded by D. Traynor to accept the SHIPP (Small Harbor Improvements Projects Program) Grant in the amount of \$110,000 to repair the launch ramp at the town marina. The motion carried unanimously.

Accept the Wraparound Funds Seed Money for Child and Adolescent Support Group in the amount of \$5,000:

- This is to continue and expand Youth and Family Services Youth Open Mic and Art Show programs
- A motion was made by M. Smith, seconded by D. Onofrio to accept the Wraparound Funds Seed Money for Child and Adolescent Support Group in the amount of \$5,000. The motion carried unanimously.

Finance Director's Report:

Line item transfers:

- A motion was made by D. Onofrio, seconded by J. Welch to approve the line item transfer for the Town Clerk (to cover the purchase of election ballots) decreasing the contingency line item (014197-58086) in the amount of \$3,000 and increasing line item Election Costs (014147-58111) in the amount of \$3,000. The motion carried unanimously.
- A motion was made by D. Onofrio, seconded by D. Traynor to approve the line item transfer for the Finance Department (to cover software expense over budgeted amount) decreasing the contingency line item (014197-58086) in the amount of \$720 and increasing line item IT/Technology Maintenance (014119-54304) in the amount of \$720. The motion carried unanimously.
- A motion was made by D. Traynor, seconded by D. Onofrio to approve the line item transfer for the Public Works (to meet the budget for school roofing project) decreasing the Eliot Roof (644701-59202) in the amount of \$20,000 and increasing the Joel Roof (644701-59201) in the amount of \$20,000. The motion carried unanimously.

D. Norton reviewed the Budget to Actual TYD Summary revenue and expenditure sheets with the board.

Committee/Liaison Reports:

- Municipal Building Committee: J. Olsen: No report
- Capital Expenditure Committee: O. Nejd: No report
- Public Works: D. Onofrio: No report
- Police Commission: J. Welch:
 - The Citizens Police Academy began
- Economic Development Commission: K. Carr:
 - A standee will be positioned at Clinton Crossings promoting Memorial Day
 - Discussing a proposal for a 501c3 organization/corporation
 - CERC is preparing a presentation to business owners regarding low interest loans, workforce commitment, grants, etc
 - An email will be sent to the Board of Finance regarding this event
- Fire Department: M. Smith: No report
- Library: L. Santos:
 - They are hosting a Derby Day – Hats and Horses Fund Raiser on May 5th
- Board of Education: D. Traynor: No report

Old Business: None

New Business: None

A motion was made by D. Onofrio, seconded by J. Welch to adjourn the meeting at 7:50 p.m.

Respectfully submitted,

Wendy McDermott
Clerk