

BOARD OF FINANCE  
FEBRUARY 13, 2012  
MINUTES

Present: B. Sullivan, D. Traynor, D. Donovan, V. Nye, S. Lillquist, O. NejdI and P. Ames

Absent: T. Hollinger

Also Present: W. Fritz, K. Kane, D. Mezzetti and C. Walter

The meeting was called to order at 7:00 PM.

**APPROVE MINUTES**

Donovan made a motion, seconded by NejdI to approve the minutes of January 9, 2012. The motion carried unanimously.

**CORRESPONDENCE**

Water Pollution Control Commission is holding a public informational meeting on Wednesday, February 15, 2012 at 7:00 PM in the Green Room of Town Hall.

**VISITOR AND PUBLIC COMMENTS**

No one wished to speak

Donovan made a motion, seconded by NejdI to seat Doug Traynor in place of T. Hollinger. The motion was unanimously approved.

**\$30,000 HCH LIBRARY APPROPRIATION REQUEST**

Maribeth Breen and Lynn Hidek requested an appropriation of \$30,000 to be able to fund the operation of the library at its current reduced hours to the end to this fiscal year. The library has already used \$42,000 of its reserves to fund the operation of the building since July 2011. \$10,579 of this fiscal year's expenses was paid to GR Wade for HVAC repairs. After a brief discussion the board felt it is premature at this time to approve the entire \$42,000 appropriation but did feel it was the town's responsibility to approve the HVAC repairs. D. Donovan made a motion, seconded by P. Ames to appropriate \$10,600 from contingency to reimburse the Henry Carter Hull Library for HVAC repairs. The motion was unanimously approved. The balance in contingency after this appropriation is \$8,951.

**\$27,000 APPROPRIATION FOR ALL SEASON DUMP AND UTILITY VEHICLE**

Pete Neff, Director of Public Works spoke about the department's need for an all season dump truck and utility vehicle. The Board of Selectmen and Finance Director recommended taking these two vehicles out of the capital budget and pay for both vehicles through a special appropriation. The cost to replace the all season dump is \$185,000 and the cost to replace the utility vehicle with plow is \$85,000. These trucks have been put in capital every year and then keep getting taken out. The all season dump is 23 years old and has 58,799 miles. The utility vehicle was recently auctioned and had 161,214 miles. Neff said the critical vehicle to fund would be the heavy duty utility truck. Donovan discussed setting a goal number of what the undesignated fund should not go below. Kane said the undesignated fund should

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be at a level of 10 percent or more of the town's total budget of 46 million. S. Lillquist made a motion, seconded by D. Traynor, to appropriate an amount not to exceed \$85,000 from undesignated for a heavy duty utility truck and send to a town meeting for approval. The motion was unanimously approved.

**ACCEPT \$200,000 HISTORIC RESTORATION FUND GRANT**

The Town of Clinton has been awarded \$200,000 for the rehabilitation of the William Stanton Andrews Memorial Town Hall from the Historic Restoration Fund Grant Program. This grant will be used in addition to the 2 million dollars that has already been approved through bonding. D. Traynor made a motion, seconded by S. Lillquist to accept the Historic Restoration Fund Grant in the amount of \$200,000 and send to a town meeting for approval. The motion was unanimously approved.

**ACCEPT \$400,000 SMALL TOWN ECONOMIC ASSISTANCE PROGRAM (STEAP) GRANT**

The Town of Clinton was awarded \$400,000 through the Small Town Economic Assistance Program (STEAP) to construct downtown streetscape improvements. No match is required by the town. D. Traynor made a motion, seconded by S. Lillquist, to accept the Small Town Economic Assistance Program Grant in the amount of \$400,000 and send to a town meeting for approval. The motion was unanimously approved.

**FINANCE DIRECTOR'S REPORT AND ALL LINE ITEM TRANSFER REQUESTS**

K. Kane briefly reviewed with the board the General Funds operating budget as of February 9, 2012. The Town and Education share the same accounting system but their general funds expenditures are accounted for in separate funds. Education expenses are journalized and reposted on the Town's side. For Education, actual expenses to-date, excluding encumbrances is \$15,020,593.81 which replaces the \$11,909,174.59.

**COMMITTEE/LIASON REPORTS**

- Capital Expenditures – D. Donovan said the capital budget was reduced from \$1,188,443 to \$552,000. There is a CEC meeting scheduled for Saturday, February 25<sup>th</sup> at 9:00 AM in the Green Room of Town Hall.
- Municipal Building Committee – D. Donovan said there is a meeting scheduled for this week. The committee will review plans for the Old Police Station. Plans for the Academy Building have not been finalized. It is up to the Board of Selectmen to pick one of the four options presented.
- Park & Recreation – D. Donovan gave a brief report. The fence has been installed at the Dog Park. The lot still needs to be leveled and mulched.
- Accounting Policy & Procedures – D. Traynor will revise the Board of Finance regulations to reflect the sinking fund provisions to 10 percent or more of the total town budget. The board has established this as goal number.
- Fire Department – O. Nejdil said the fire truck has goon back out to bid.
- Artificial Turf Field – D. Donovan said a sub-committee was formed to negotiate final payment with the contractor. They are trying to reach a mutual agreement.

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- Morgan Building Committee – D. Donovan said the committee is holding a joint meeting with the Board of Finance, Board of Selectmen and Board of Education on February 29<sup>th</sup> at 7:00 PM in the Green Room of Town Hall.

**OLD BUSINESS**

B. Sullivan received a budget summary from the Town Clerk on her conveyance tax and miscellaneous fees through December 2011.

S. Lillquist made a motion, seconded by P. Ames, to adjourn the meeting. The motion was unanimously approved and the meeting was adjourned at 8:08 PM.

Respectfully submitted,

Mary Schettino  
Administrative Assistant