

***Town of New Fairfield
Board of Finance
4 Brush Hill Road
New Fairfield, CT 06812***

MINUTES

**Board of Finance Regular Meeting
Wednesday, May 18, 2011
7:30 PM
New Fairfield Community Room**

Members present:

Wes Marsh, Chairman
Tom Edwards
Jane Landers
Robert Klick
Al Mardis
Tom Quigley, Alternate
Brian Shea, Alternate

Members not present:

Tom Wahlig
Norma Gyle

Other Town Officials Present:

John Hodge, First Selectman
Susan Chapman, Selectman
Monika Thiel, Selectman
Jay Waterman, Finance Director
Ed Sbordone, Accounting Manager
Mike Daood, Planning Commission Chairman

Call To Order Chairman Wes Marsh called the meeting to order at 7:30pm

Pledge of Allegiance

Appointments- None

Correspondence and Announcements- Chairman Wes Marsh noted that he received a copy of a civil summons regarding the Town of New Fairfield and this will be discussed later on during this meeting.

Public Comment- None

Approval of Minutes

Al Mardis made a motion to approve the minutes of the April 13, 2011 regular meeting as presented. Tom Edwards seconded the motion.

Vote: 5-0-0 (Motion approved)

Presentation of Plan of Conservation and Development

Planning Commission Chairman Mike Daood spoke of the Plan of Conservation and Development that is in the process of being developed by the Planning Commission. The purpose of this plan is to get specific ideas on what the town should look like in five, ten or twenty years. Specific topics covered will be transportation issues, development for the center of town and retaining good schools. This plan was last done in 2003 and is mandated by state statute to be done every ten years. Mr. Daood explained the phases of putting together the Plan of Conservation and Development and noted that the more feedback the better. Mr. Daood asked the

Board of Finance for written feedback regarding this plan and asked that it be done with the next 30-45 days. Feedback can be sent to the Planning Commission via the town's website.

Members of the Board of Finance asked questions of Mr. Daood regarding the Plan of Conservation and Development.

Budget Transfers

Wes Marsh made a motion to approve the following Inter-Departmental transfer. Al Mardis seconded the motion. (Such document to be attached to the minutes of this meeting)

Vote: 5-0-0 (Motion approved)

\$'s	To Account #		\$'s	From Account #	
\$8,000.00	4310-610-1	PW-Build. & Grounds- M&S	\$8,000.00	4195-626	Utilities-Gasoline & Diesel
\$8,000.00			\$8,000.00		

Wes Marsh made a motion to approve the following Inter-Departmental transfer. Tom Edwards seconded the motion. (Such document to be attached to the minutes of this meeting)

Vote: 5-0-0 (Motion approved)

\$'s	To Account #		\$'s	From Account #	
\$20,000.00	4310-742	PW-Truck & Equip. M&R	\$20,000.00	4195-620-5	Utilities-Town Prop. Fuel Oil
\$20,000.00			\$20,000.00		

Wes Marsh made a motion to make an Additional Appropriation (Town Meeting NOT Required). Tom Edwards seconded the motion. (Such document to be attached to the minutes of this meeting)

Vote: 5-0-0 (Motion approved)

\$'s	To Account #		\$'s	From Account #	
\$20,000.00	4310-451	Public Works- Road Repair	\$20,000.00	3400-14	Revenue-CIRMA Equity Dist.
\$20,000.00			\$20,000.00		

Finance Director Jay Waterman spoke of the summary of transfers for the Town of New Fairfield. The town will receive a reimbursement from FEMA from some snow storms for the winter of 2011 and is waiting confirmation of this.

Vote to set Mil Rate for 2011/2012

Wes Marsh made a motion that the BOF set the Mil Rate for the fiscal year beginning July 1, 2011 and ending June 30, 2012 at 23.95 mils. Al Mardis seconded the motion.

Vote: 5-0-0 (Motion approved)

Vote to approve suspense list for tax collector for the Town of New Fairfield

Wes Marsh made a motion to approve the suspense list for the Tax Collector for the Town of New Fairfield dated May 5, 2011 for \$32,078.17. Jane Landers seconded the motion.

Vote: 5-0-0 (Motion approved)

Discussion of civil summons and complaint involving the Town of New Fairfield

Chairman Wes Marsh noted that he received information regarding a civil summons and complaint involving the Town of New Fairfield. It was noted that the BOF was not named as a party in this complaint. There was a brief discussion and it was decided that this will not be discussed by the BOF at this time.

Update on Sherman student count

Wes Marsh noted that he received confirmation that 22 students from Sherman will be coming to the high school as freshmen for the 2011-2012 school year.

Discussion of creating an additional contingency fund for budgeted items

Alternate Tom Quigley spoke of the possibility of creating a contingency fund to cover shortfalls. Mr. Quigley noted that he searched state statutes regarding this. There was a discussion regarding making sure in the future that everything that needs to be funded is included in the budget. Examples of what should be included would be GASB 45 and Capital and Nonrecurring fund.

There was a lengthy discussion regarding the Capital and Nonrecurring fund especially for the schools. The discussion included the proper use of the surplus and whether or not it could be used to fund capital projects in the following year. It was decided that Chairman Marsh will get together with the Board of Education Chairman to discuss this further and put in on the June BOF agenda.

Update on STEAP grant for walkways

First Selectman John Hodge spoke of the project regarding the walkways connecting the historical houses and noted that the town would eventually want to have a walking path throughout the center of town and will be done as funding is received. The estimated cost of this project is \$750,000. The amount of the STEAP grant is \$150,000.

ONGOING UPDATES

Medical updates- Finance Director Jay Waterman went over the Medical Fund as of March 31, 2011. The Medical Fund is projected to be approximately \$90,000 below budget by the end of the fiscal year.

Legal update- Finance Director Jay Waterman went over the legal bills as of May 10, 2011. There was a question as to one of the attorneys also being a State Representative.

Year to date expenses review- Jay Waterman noted that expenses are on track for this year and the projected surplus will be approximately \$275,000 for this year.

Current year revenue update- Jay Waterman noted that 99.03% of the property taxes have been collected so far this year.

Capital and Nonrecurring report- Jay Waterman spoke of the details of the Town Properties Capital. First Selectman John Hodge noted that the Musket Ridge bridge project is almost complete and the Williams Road project will begin as soon as the Smoke Hill Road and Old Bridge Road is completed.

Public Comment

Selectman Monika Thiel spoke of the question regarding the potential for conflict of interest regarding a State Representative. Selectman Thiel also spoke of a budget transfer approved earlier in the meeting and regarding a transfer from a revenue account to an expense account. There was a discussion among the board members and it was decided to rescind the earlier vote and make the budget transfer from General Insurance-Casualty (4163-520) instead of the CIRMA Equity Dist. (3400-14)

Budget Transfers

Jane Landers made a motion to rescind a budget transfer voted on earlier in the meeting. Tom Edwards seconded the motion.

Vote: 5-0-0 (Motion approved)

Jane Landers made a motion to make the following Inter-Departmental transfer contingent upon Board of Selectmen approval. Al Mardis seconded the motion (Such document to be attached to the minutes of this meeting)

Vote: 5-0-0 (Motion approved)

\$'s	To Account #		\$'s	From Account #	
\$20,000.00	4310-451	Public Works-Road Repair	\$20,000.00	4163-520	General Ins. Prop & Casualty
\$20,000.00			\$20,000.00		

Future Agenda Items

Future agenda items will be feedback for the Planning Commission Plan of Conservation and Development. Chairman Wes Marsh will meet with the BOE Chairman regarding the BOE budget surplus and Jane Landers will look into the potential conflict of interest regarding the State Representative.

Board member comments

The board members thanked the Board of Education, Board of Selectmen and the entire community for a successful budget referendum.

Adjournment

Al Mardis made a motion to adjourn the meeting at 9:31pm. Robert Klick seconded the motion.

Vote: 5-0-0 (Motion approved)