

**Litchfield Board of Finance
Regular Meeting Minutes
March 10, 2014**

Call to Order: Chairman David Geiger called the meeting to order in the classroom opposite the LIS Art Room at 7:03pm with David W. Wilson, Ed Gadomski, Brenda Barnes, Mitchell Fishman and Sky Post (Alt.) present.

Absent: Ed Weik (Alt.)

Late: Anne Dranginis arrived at 7:10pm.

Also present were Rose Bouchard, David T. Wilson, John Campbell, Stacey Dionne, and Leo Paul

Approval of Minutes:

Motion: Ed Gadomski moved to accept the 2-10-14 regular meeting minutes. Brenda Barnes seconded the motion. All voted aye and the motion carried with Mitchell Fishman abstaining.

First Selectman's Update:

It was agreed to consolidate Leo Paul's update with his presentation of the BOS proposed budget.

Public Comment:

There was no public comment.

Finance Director's Monthly Report:

Rose Bouchard said the regular property taxes of \$10,000 will be paid by Forman School through this year but it is uncertain whether that will continue. David Geiger will write a letter of inquiry to Forman School.

She distributed the YTD Revenue Report as of February 2014, the YTD Expenditure Report as of February 2014, and a Financial Overview as of February 28, 2014.

On the Revenue Report, Rose noted that current year property taxes for FY14 are on pace with last year at 98.5%, and this year there was \$530,000 more to collect. The line item of Educational Cost Sharing represents 25% of this revenue in October, 25% in January and the 50% balance in April. On the Expense Report, Rose noted that Department 2401 (Emergency Management) is awaiting a state reimbursement that will reduce some of their expenses and Department 3103 (Highways) is over budget due to heavy usage of salt on winter roads. The town is now using TAR (Town Aid Roads) funds for salt.

In summary, as of February 28, the town has collected 96.1% of revenue and has spent 60.1% of the BOS budget 66% through the fiscal year and the town is also 65.8% committed. There is a budget freeze in effect for the BOS budget as of February 18, 2014.

Board of Selectmen's Proposed Budget:

Leo Paul presented the BOS Budget Proposal for 2014/2015 as approved by BOS on February 25, 2014. The total budget amount of \$8,640,731 represents a \$100,000 reduction of the original departmental increases requested and is a 2.88% increase from last year. The departmental increase request of \$35,176 consists primarily of salary and back pay for the resident state trooper and the Public Works increase request of \$155,780 was reduced as much as possible (by \$150,000). A \$42,000 item for Public Works software is a one-time expense and was removed from the operating budget.

Mr. Paul answered questions from Board members concerning road projects not completed last year, maintenance on Litchfield's approximately twenty miles of dirt roads, increased costs for the Public Works equipment fleet, annual increases in operating expenses for Litchfield's firehouses, need for building inspectors, a 2.5% increase for the Oliver Wolcott Library, use of salt and calcium chloride on town roads, and the mortgage pay-off for the Bantam firehouse.

In response to a question concerning the 2% increased compensation for elected officials, Treasurer David T. Wilson said that it is difficult to recruit for public office positions and this increase is considered a necessity.

John Campbell, Chairman of the Litchfield Board of Fire Commissioners and Emergency Medical Services, responded to questions about a line item of \$15,600 for new tires for fire vehicles that this is due to a new state statute and required by DOT. He said they are considering turning over these tires to Public Works vehicles after they no longer meet guidelines for fire vehicles but still have usability.

Brenda Barnes left the meeting.

Review of Capital Budget:

David T. Wilson, Treasurer, presented the Town of Litchfield Capital Budget for 2014/2015 with a total of \$2,590,066 which will provide funding for major town expenses to be covered through a combination of bonding and cash from the fund balance. This represents \$3,071,203 in total capital project requests, less \$481,137 through grants and other funding.

Treasurer Wilson answered questions from Board members including those related to BOE's line item of \$112,000 for smart boards which was replaced by \$30,000 for security cameras and \$30,000 for the LCS phone system, replacement of a 2002 police cruiser, and the roads included in the \$649,566 allotted for major road projects.

John Campbell, Chairman of the Litchfield Board of Fire Commissioners and Emergency Medical Services, responded to questions about additional funding for the Bantam firehouse roof replacement, the Apparatus Sinking Fund, and town wide airpack replacements (SCBA). He noted there are 94 qualified firefighters in greater Litchfield and all airpack replacements are identical so they can use the same equipment.

There was discussion about whether acceptance of the capital budget should be postponed until Jack Healy could be present to answer questions about the Public Works total of \$1,806,566 in the

capital budget. Treasurer Wilson said Mr. Healy went through the Capital Committee and BOS, both of whom were satisfied with the Public Works recommendations.

Motion: Mitchell Fishman moved to table the Public Works portion of the Capital Budget for 2014/2015 until the next regular BOF meeting and Anne Dranginis seconded the motion. Mitchell Fishman and Anne Dranginis voted aye; Sky Post, David Wilson and Ed Gadomski voted nay and the motion did not carry.

Leo Paul answered additional questions from Board members about Public Works capital items: salt sheds, a large sweeper/vac needed to clean out catch basins and a new dump truck.

Motion: David Wilson moved to accept Capital Budget for 2014/2015 of \$2,590,066 as presented by the Board of Selectmen and Ed Gadomski seconded the motion. All voted aye and the motion carried with Mitchell Fishman abstaining.

New Business:

- a. **Financial Transfers:** There were no financial transfers.
- b. **Correspondence:** There was no correspondence.
- c. **Payment of Bills:** There were no bills for payment.

Point of Good Order:

Jo Ann Jaacks, Recording Secretary, presented options for the publication of the 2012/2013 Town of Litchfield Annual Report.

Motion: Anne Dranginis moved to approve payment to Jo Ann Jaacks to produce and have published 50 copies of the 2012/2013 Town of Litchfield Annual Report and Mitchell Fishman seconded the motion. All voted aye and the motion carried.

Adjournment:

Motion: Ed Gadomski moved to adjourn at 10:16pm and Anne Dranginis seconded the motion. All voted aye and the motion carried.

Respectfully submitted,

Jo Ann Jaacks
Recording Secretary

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