

**Litchfield Board of Finance
Regular Meeting Minutes
September 9, 2013**

Call to Order: Chairman David Geiger called the meeting to order in the LIS Art Room at 7:05pm with David W. Wilson, Ed Gadomski, Mitchell Fishman, Ed Weik and David Pettinicchi (Alt.) present.

Anne Dranginis (Alt.) and Brenda Barnes were absent at commencement of the meeting. Chairman Geiger appointed David Pettinicchi (Alt.) a full member until Brenda Barnes arrived at 7:12pm. Anne Dranginis arrived at 7:16pm.

Also present were Leo Paul, Rose Bouchard, Jason Lathrop, Frank Simone, David T. Wilson, and Kelly Garden.

Approval of Minutes:

Motion: Ed Weik moved to postpone acceptance of the 6-12-13 special meeting minutes since the recording secretary was not present at this meeting and David W. Wilson will give her the notes he took for transcription. David Pettinicchi seconded the motion. All voted aye and the motion carried.

Approval of Minutes:

Motion: Ed Weik moved to accept the 7-8-13 regular meeting minutes and David Pettinicchi seconded the motion. Mitchell Fishman, who had taken these minutes, identified the following edits: Mr. Pettinicchi's name was misspelled in two places on page 1; on page 2, ¶3, line 6 should read "...the replacement of school floors..."; page 2, ¶5, line 7 should read "...a savings of approximately \$20,000 overall...". All voted aye with David W. Wilson abstaining and the motion carried.

Public Comment:

Kelly Garden, parent of a seventh grader, addressed the issue of a \$40 nonrefundable laptop fee for schoolchildren. She said this should be a refundable security deposit if the laptop is returned in satisfactory condition.

Board of Selectman's Update:

Leo Paul said there are several agenda items for tonight's meeting that came from the BOS. He said the Torrington Animal Control officer can be reached through the direct line for Troop B, not the 911 line. Region 6 consolidation will be discussed in detail at a BOE retreat this month. He said if the other towns do not wish to move forward with regionalization, that would be the end of the plan.

Chairman Geiger called for a motion to add a 4a agenda item to allow Rose Bouchard to speak about year-end financials.

Motion: Ed Weik moved to add this agenda item under the Board of Selectman's Update. Mitchell Fishman seconded the motion. All voted aye and the motion carried.

Rose said Nancy Southard brought in \$4000 more in taxes and miscellaneous revenue included \$7,552 from Forman School and \$24,502 from Stop & Shop. The BOS returned monies to the Fund Balance because of town recycling. The bottom line is that the town income has increased and the spending has decreased. Rose distributed copies of the Unaudited Fiscal Year End Revenue for 2013.

BOE Year End Financials:

Jason Lathrop presented BOE year-end financials. He said the BOE had budgeted \$50,000 for food services expecting a loss for the first year and also had expected to hire additional kindergarten teachers so funds were set aside for that.

He said the BOE is requesting BOF approval for issuance of Bond Anticipation Notes (BAN's) to purchase 336 student computers and 28 teacher computers and replace 15 copiers throughout the district. He had emailed copies to BOF members of the Connecticut State Department of Education Educational Technology Plan Template for 7/1/2012 – 6/30/2015.

David W. Wilson asked about laptop insurance fees being nonrefundable and Mr. Lathrop said the \$40 would be used by BOE to replace and repair computers and to purchase future laptops. Frank Simone said parents could avoid paying the \$40 fee if the student does not take the computer home. Mr. Wilson said this fee income is not in the BOE budget and noted that students do not have a choice of whether they get a laptop the way they do about playing sports.

Annual Budget Adjustment Transfers (Transfer #5 – \$121,888):

Rose Bouchard said this is the usual year-end transfer and Leo Paul said the budget overage was due primarily to snow removal. Mr. Paul said liability insurance was less than budgeted for and the new solid waste program will provide more savings next year.

Motion: David W. Wilson moved to approve Transfer #5. Brenda Barnes seconded the motion. All voted aye and the motion carried.

Transfer #1 – \$1,000 from 01-5301-54153 Plumb Hill Maintenance to 01-4301-54145

Northwest Chore Service:

Leo Paul said the Northwest Chore Service now serves Roxbury and Washington as well as the greater Litchfield area. They offer services such as house painting, gardening, and minor repairs for those unable to do the services themselves or cannot afford to pay for them. The Chore Service is always trying to get Federal monies to support their mission. The Board of Directors for the Chore Service decided to keep the program going through August and the \$1,000 transfer will accomplish that but they have now received state funds so will keep going for another year.

Motion: Ed Weik moved to approve Transfer #1. Mitchell Fishman seconded the motion. All voted aye and the motion carried.

Consider and Act upon a Resolution Appropriating \$420,000 for BOE and Authorizing Issue of \$420,000 Bonds of the Town:

David W. Wilson introduced and read the following resolution:

RESOLVED: That the resolution entitled: "RESOLUTION APPROPRIATING \$420,000 FOR BOARD OF EDUCATION COMPUTERS, COPIERS AND OTHER TECHNICAL SUPPORT

EQUIPMENT AND AUTHORIZING THE ISSUE OF \$420,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE,” is hereby approved and recommended for adoption by the Town.

Motion: Mitchell Fishman moved to waive the reading of the entitled resolution and that its full text be incorporated into the minutes of the meeting. Ed Weik seconded the motion. All voted aye and the motion carried.

Jason Lathrop explained that this resolution would allow for a lower interest rate and has already received Board of Education approval. David T. Wilson, Litchfield Treasurer, said the interest rate would be .37% as opposed to 2.9% and this bond would be paid off in four years. Leo Paul said this pay down will be in the BOE’s budget for the next four years. Jason Lathrop said the equipment (computers, copiers and other technical support equipment) has not yet been purchased. He answered several questions from BOF members.

Motion: Brenda Barnes moved that said resolution be adopted as introduced. Ed Weik seconded the motion. All voted aye and the motion carried.

Consider and Act upon a Resolution Appropriating \$2,580,000 for the Litchfield Capital Improvement Plan 2013-2014 and Authorizing Issue of \$2,580,000 Bonds of the Town:

David W. Wilson introduced and read the following resolution:

RESOLVED: That the resolution entitled: “A RESOLUTION AMENDING A RESOLUTION APPROPRIATING \$2,580,000 FOR THE LITCHFIELD CAPITAL IMPROVEMENT PLAN 2013-2014 AND AUTHORIZING THE ISSUE OF \$2,580,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE,” is hereby approved and recommended for adoption by the Town.

Motion: Mitchell Fishman moved to waive the reading of the entitled resolution and that its full text be incorporated into the minutes of the meeting. Ed Weik seconded the motion. All voted aye and the motion carried.

Rose Bouchard explained the resolution and quoted from Section 2: “LOCIP and other grant funds received and expended on the above purposes shall be included in and applied against this appropriation and bond authorization. It is expected that Grant funding will be received in the amount of \$498,696 and bonds of the Town will finance \$2,466,304.” Rose answered several questions from BOF members

Motion: Brenda Barnes moved that the resolution be adopted as introduced. Ed Gadomski seconded the motion. All voted aye and the motion carried.

Spending Down of Fund Balance to Reduce Bonding:

Rose Bouchard distributed three options and Leo Paul explained the BOF had been given these options rather than bonding. Rose said Option #2 includes additional items OPEB and Pension Plan

contribution. Dave Geiger said the \$240,000 listed for the Pension Plan represents 70% on the municipal plan. Rose said \$1,120,649 and \$970,649 are the total amounts the town will be spending down the Fund Balance.

Motion: David W. Wilson moved to accept Option #2. Brenda Barnes seconded the motion.

Motion: Mitchell Fishman moved to amend the motion for acceptance of Option #2 to eliminate the \$165,000 for public facilities and add that amount to the Pension Fund since the Pension Plan is underfunded and the auditors said 80% would be the optimum percentage. Ed Weik seconded the motion. A roll call vote resulted in 2 ayes and 3 nays, defeating this motion.

A roll call vote for the original motion made by David W. Wilson resulted in 3 ayes and 2 nays, and the original motion carried.

New Business:

- a. **Correspondence:** There was no correspondence.
- b. **Payment of Bills:** Rose Bouchard presented a \$10,000 invoice from BlumShapiro for the new town audit.

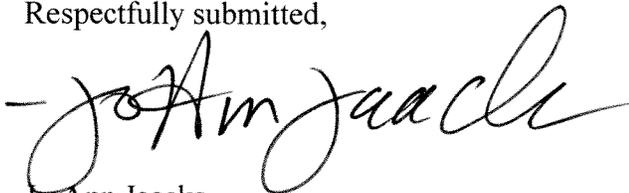
Committee Reports:

Brenda Barnes had emailed the Pension Committee report and summarized it as showing good returns of 11.8% for 2013.

Adjournment:

Motion: Ed Gadowski moved to adjourn at 9:30pm and Brenda Barnes seconded the motion. All voted aye and the motion carried.

Respectfully submitted,



Jo Ann Jaacks
Recording Secretary