

**5/9/11**

**Board of Finance Regular May Meeting**

1 - Chairman David Geiger called meeting to order at 7:05.

Present members: David Geiger, Jeff Zullo, Ed Weik, Ed Gadowski, Kelly Garden and Brenda Barnes.  
Anne Dranginis arrived ~7:35.

Kelly Garden was appointed to full board status in the absence of David Wilson.

Brenda Barnes made a motion to add item to agenda to discuss the secretary position for the Board of Finance. Motion seconded by Weik. Motion passed and moved to agenda item 6D.

2 - Ed Weik made a motion to approve the minutes of April 27<sup>th</sup> meeting. Motion seconded by Zullo.  
Motion passed.

3 - No Public Comment

4 – Board of Selectmen update – First Selectman Leo Paul present

- Paul reminded BOF of the upcoming budget meeting Wednesday 5/11 at 7 pm
- Town website up and running – [www.townoflitchfield.org](http://www.townoflitchfield.org). Paul suggested visiting the site and letting him know of any changes that may be needed.
- Jeff Zullo suggested that the annual report can be put online to save on printing costs. Paul said he would check with attorney to see if that was sufficient and if there were any printing requirements.

5 – Director of Finance monthly status report

Karl Fisher presented a financial overview of Town as of 4/30/11

- Fund balance is at 12.2%
- Still waiting on certain revenues from the state
- Collections are at 100% of goal which is a collection rate of 98%

Chairman Geiger commended the First Selectman for instituting a spending freeze. Paul said spending at this point is only for essential items.

Board of Education (not available for presentation)

Provided year to date spending as of 3/31/11

Zullo requested Fisher discuss with Buccitelli where the BOE looks at year end in terms of surplus. Fisher agreed.

6a – Financial Transfers - none

5/9/11

**Board of Finance Regular May Meeting**

b – Payment of Bills - none

c – Correspondence

Jeff Zullo presented an article from the Republican American from 4/29/11 titled “Pension: Agreement Changes Pension Plan” regarding pension changes that were made in Torrington. Zullo is interested in looking into this for Litchfield. Paul is planning on speaking to Town’s actuarial firm, Hooker and Holcombe to discuss defined contribution plan – get some ideas on pricing, look at savings for existing and new employees. Kelly Garden mentioned this could also be helpful in AFSMI negotiations coming up this summer.

d – Secretary for Board of Finance

Board of Finance would like to hire a secretary at a rate of \$150/meeting to type up minutes. Board of Selectmen, Board of Education, Capital Committee and many other boards and committees have this service. Zullo gave history whereby 10 years ago the BOF has students from the high school providing the task at \$10-15 per hour. Paul doesn’t think we should “on principal” be hiring someone for BOF while cutting BOE and BOS budgets. Long discussion ensued on the justification for the expense and where the funds would come from. No action was taken. All agreed to wait for Paul to check with attorney on annual report printing costs before making a motion to move forward.

7 - Committee Reports

Geiger gave update on the Pension Committee – a \$9.375 million transfer was made from Bank of America to Union Savings Bank. USB had some concern over the bond rating of large portion of portfolio being at BBB. USB looking to invest at 60:40 ratio of equities: fixed income and will improve the average bond rating to A or better. Investments will be reviewed quarterly and evaluated for potential changes in asset ratios. Overall committee is very pleased with USB’s performance to date. Hooker and Holcombe to be invited to a future meeting.

8 - Ed Weik made a motion to adjourn. Motion was seconded by Zullo. Motion passed and meeting was adjourned at 8:15.