

TOWN OF EAST HADDAM
Board of Finance
Regular Meeting
September 12, 2016
Grange Hall

The regular meeting of the East Haddam Board of Finance was called to order at 7:00 pm by Chairman Ray Willis at the Grange Hall.

The Pledge of Allegiance was recited.

In attendance:

Board of Finance Members:
Raymond Willis, Chairman
Robert Bennett, Secretary
William DiCristofaro
Gregory Lauria
Harvey Thomas

Others in attendance:
Deb Denette, Town Clerk and Recording Secretary
Denise Dill, Tax Collector
Ron Turner, Director of Operations
Cindy Varricchio, Finance Director
Chris Reed

APPROVAL OF AGENDA

Motion was made by Mr. Bennett to approve the agenda as presented. Mr. DiCristofaro seconded the motion and it was unanimously approved. Motion carried.

APPROVAL OF MINUTES

Motion was made by Mr. Bennett to approve the minutes of the August 8, 2016 regular meeting as amended to strike the time of entry to the meeting of Mr. Smith (Mr. DiCristofaro stated that it is not necessary to note arrivals and departures). Mr. Lauria seconded the motion.

FAVOR: Bennett, DiCristofaro, Lauria, Thomas

ABSTENTION: Willis

MOTION CARRIED

CORRESPONDENCE

Nothing noted.

CHAIRMAN'S REPORT

a. Tax Collector's Report:

No questions were raised.

It was noted that the Financial Policies Subcommittee has not met due to other meetings and vacation schedules. The Subcommittee will be back on task shortly.

FIRST SELECTMAN'S REPORT

a. Shared Services Report:

The Board was provided with a copy of the Shared Services Report. No formal report was made in the absence of Mr. Lyman. Mr. Willis stated that he liked the format of the Shared Services Report and the capital projects summary.

FINANCE DIRECTOR'S REPORT

a. Major Capital Projects Update:

Mrs. Varricchio requested Board of Finance support for enforcing the process for invoice approval by the capital projects committees. It was the consensus of the Committee to have the Chairman send a letter to the committees outlining the process and stressing the importance that it be followed.

Mr. Willis noted that he drove by the elementary school and was very impressed with how good it looked. Mr. Turner spoke about the remaining punch list items and stated that school is in session. Mrs. Varricchio added that its budget is tracking nicely. Mr. Willis stated that he was aware that the Board of Education was initially displeased with its space allocation in the new municipal facilities complex. He was advised that their concerns have been addressed to their satisfaction. Mr. Willis stated that he was concerned that this was a big issue a full year after the project had begun. Mr. Thomas inquired when construction would begin. Mr. Turner responded that those questions should be directed to the Committee.

Mr. Thomas inquired if there was a timeline for the Fire Tower on Mount Parnassus Road. It was noted that work has begun, but a time frame was not known. Mr. Thomas noted that liaisons were appointed for each of the major projects, he suggested it would be helpful if the liaisons were up to snuff on their respective projects. Mrs. Varricchio stated that she would be sure the liaisons were aware of the meeting schedules.

b. Preliminary June 30, 2016 Overview:

Mrs. Varricchio reported that the audit went well. She stated that Mrs. Dill collected \$300,000 over what was budgeted. Mrs. Varricchio stated that she anticipated the final audit report to be available in November or December.

Mrs. Varricchio noted that Shared Services was well under budget in the area of salaries. She stated that the unexpended funds could be moved to capital projects or could roll into next year to offset the 2016-2017 Shared Services budget. Mrs. Varricchio added that she is cautious with spending in that account, she added that the funds roll from year to year due and she added that funds are not depleted just because they are there.

Discussion was held relative to the Purple and Palmer funds. These restricted funds generate approximately \$300,000 in revenue annually to the Town. It was noted that the trusts identify the Committee's that serve in this capacity. Mrs. Varricchio added

that in addition to the Purple and Palmer Fund, the Town also receives revenue from the Ray Board and the Helon Cone fund. She stated that East Haddam is very fortunate to have such income.

LIAISON REPORTS

Mr. Willis stated that he will reach out to the Superintendent and Board of Education Chairman regarding teacher negotiations. He noting that nothing ever came of prior conversations.

GUESTS AND AUDIENCE

Chris Reed, of Hemlock Valley Road, noted concerns expressed at Board of Selectmen meeting regarding transparency and in that vein he encouraged that the capital projects progress reports to be published. Mrs. Varricchio reported that Mr. Turner is making periodic updates to the *East Haddam News*.

He also offered his opinion that remaining budget funds should go into next year's budget as the citizenry has already been taxed on them.

Lastly, Mr. Reed questioned the current investment policies as to what could be utilized annually. Mrs. Varricchio stated that it is based on a rolling 20 quarter average.

OLD BUSINESS

Mr. DiCristofaro stated that he has had further discussion regarding the paramedics and what billing may result. He stated that for the 2016-2016 year the \$9,000 cost has great value, particularly to our elderly residents. Last year there were 149 calls. He noted that he was not certain that in additional years it would be of value to the Town. Mrs. Varricchio suggested that one of the regional experts on the subject could attend a future meeting to address the Board. She stated that she would ask Mr. Lyman if he should like to arrange for Sam Gold from the RiverCOG to attend a future meeting. Mr. Lauria stated that in addition to the cost issue, there is also a response time issue.

NEW BUSINESS

Mrs. Varricchio reminded the Board that its October meeting would fall on the third Monday due to the Columbus Day holiday.

Motion was made by Mr. Bennett to adjourn at 7:41 pm. Mr. Thomas seconded the motion and it was unanimously approved. Motion carried.

Respectfully submitted,

Deb Denette, Town Clerk