

**TOWN OF EAST HADDAM
BOARD OF FINANCE**

Regular Meeting
May 9, 2011
7:00 pm
Grange Hall

Call to Order

The regular meeting of the East Haddam Board of Finance was called to order by Chairman Paul Maxwell on Monday, May 9, 2011 at 7:00 pm at the Grange Hall.

The Pledge of Allegiance was recited.

In attendance:

Board of Finance Members:

Paul Maxwell, Chairman
Robert Bennett
Matthew Budzik
Bruce Dutch

Others:

Mark Walter, First Selectman
Deb Denette, Town Clerk and BOF recording secretary
Denise Dill, Tax Collector
Beth Lunt, Public Works Administrator

Approval of Minutes

a. April 11, 2011 Regular Meeting:

Motion was made by Mr. Dutch to approve the minutes of the Regular Meeting of April 11, 2011 as presented. Mr. Budzik seconded the motion. The motion carried unanimously.

b. April 25, 2011 Special Meeting:

Motion was made by Mr. Bennett to approve the minutes of the Special Meeting of April 25, 2011 as presented. Mr. Dutch seconded the motion. The motion carried unanimously.

Correspondence

Nothing noted.

Chairman's Report

a. Tax Collector's Monthly Report:

Mrs. Dill reported that this year's collection rate is at 98.56% in comparison to last year at this time when it was 98.24%. She added that she is still hopeful that she will see some activity on the delinquent accounts.

b. Tax Suspense List:

Mrs. Dill noted that several accounts go back to 2003 on motor vehicle. She reported these as uncollectable as the individuals have left the State, filed bankruptcy, etc.

Motion was made by Mr. Maxwell to approve the suspense list as presented in the amount of \$26,343.44. Mr. Dutch seconded the motion. The motion carried unanimously.

Finance Administrator's Report

a. April YTD Budget Reports and Year End Forecast:

Mr. Maxwell noted that Mrs. Varricchio was unavailable due to a death in her family. He noted that per reports received, the projected deficit was cited to be \$56,543. It was also noted that expenses are on track, however, decreased revenues are to blame for the projected short fall.

b. Tax Suspense List:

Mr. Walter advised that Mrs. Varricchio is coordinating additional computer training for staff. He stated that a survey was issued to each employee to find commonalities. Training will be held in house, unless advanced training is required.

c. GASB 54:

Year-end encumbrances will need to be voted on by June 30th. The amount being carried forward does not need to be identified by this date, however, the accounts that are being encumbered must be identified. This is a new requirement pursuant to GASB 54.

d. 4-8 Middle School Project Update:

Closure of the 4-8 Middle School building project is still on the radar. The Board of Finance would like Mr. Moss and Mr. Carroll to be invited to the next meeting to brief the Board of Finance on the punch list items that remain open. Engineering issues have been the hold up. Town Administration has been pushing to have the project completed.

e. Budget Calendar Reminder:

The Town Meeting sending the budget to referendum will be held on Wednesday evening at 8:00 pm. (The flyer said 7:00 pm.). The referendum will be held on Tuesday, May 24th, the Selectmen are recommending the hours be 6:00 am to 8:00 pm. However, the Town Meeting could result in a noon to 8:00 pm referendum, depending upon the action taken.

Liaison Reports

Mrs. Lunt, the new Public Works Administrator was introduced by Mr. Walter. Mrs. Lunt stated that she is looking to familiarize herself with the budget process and stopped by to observe. Mr. Walter advised the Board that Mr. Toolan has been promoted to Public Works Superintendent and he thanked Mr. Dutch for his assistance on the review team.

New Business (covered under Chairman's Report)

First Selectman's Report

a. Tax Relief for Elderly and Disabled Ordinance Amendment

The Assessor's recommendations for continuing the program was to file every other year rather than annually to coincide with the annual circuit breaker program. The tax impact was noted to have been as follows:

2009: \$63,525

2008: \$58,375

Motion was made by Mr. Maxwell to recommend to Town Meeting the amendment of an ordinance entitled "Tax Relief for the Elderly and Disabled in the Town of East Haddam" to be effective for the Grand List years of 2011, 2012, 2013 and 2014 and that the requirement for applications for benefits be changed from "filed annually" to "filed biennially" as recommended by the Assessor. Mr. Bennett seconded the motion. The motion carried unanimously.

Mr. Maxwell apologized for skipping over the First Selectmen's report. Mr. Walter advised that a termite swarm invaded the Town Office Building last week. He stated that two quotes were solicited and the job was awarded to a local contractor in the amount \$1,100 to treat the foundation, patio and soil around the Town Office Building. Mr. Walter advised that the funds will come from the maintenance budget. Mr. Dutch stated that he was pleased a local vendor is being utilized.

Adjournment

Motion was made by Mr. Budzik to adjourn at 7:24 pm. Mr. Maxwell seconded the motion. The motion carried unanimously.

Respectfully submitted,

Deb Denette