DRAFT

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CYNTHIA LADWIG
TOWN CLERK

The Board of Finance held a regular meeting on this date at the Police Department meeting room. Members present were Glenn Frishman, Chairman; Dudley Wheeler; Tim O'Brien and June Strunk, Secretary. Also present BOE Chairman Frank Todisco, Director of Finance Nicole Stajdahar; Director of Public Works Barbara McKrell; Highway Supervisor Lou Dicesare, Steve Burdick, Highway fleet mechanic and residents.

Mr. Frishman called the meeting to order at 7:00 p.m.

Comments from the Public – Amy Hambly asked the members how with a clear conscience, much less legally they could dictate a budget increase percentage without a shred of data illustrating mandates, needs of the Schools or the Town, etc. Mr. Frishman replied that they used data from CPI, Social Security, and the State's financial situation. Mrs. Hambly addressed costs such as electricity, utilities, teachers' pay, etc. Mr. Frishman stated that the Board sent a letter to the School and the departments suggesting a 2% target increase and asking them to be prepared to justify. Bruce Stromm, a SPS teacher also questioned why a target was set. He reminded the members of the 500 residents that wanted the BOE increases last year and asked to be allowed to vote. He added that the area schools are slowly sliding backwards and are in trouble with these continued cuts. The Board needs to look forward and progress meeting the needs of all residents.

Previous Minutes – Mrs. Strunk asked for additional data on who prepared the School Safety report discussed at the last meeting. She didn't recall the discussion regarding the $35,000.
Mr. Wheeler explained that he had asked Superintendent Riley at the November meeting about funds for school safety. Mr. Todisco provided clarification. He stated that the $35,000 was given to Pine Point School; WVS received $7000 in the first cycle. Approval of the November minutes was tabled. As well as who prepared the Grand List and Property Tax analysis discussed and inflation rate calculated by the Federal Government.

Mystic Harbor Management Commission Request from David Carreau, Chairman stating that the MHMC has decided to raise the mooring fee from $10 to $50 increasing their annual income from $3500 to $17,500. This income will not start until the spring of 2015. The MHMC needs to pay priority obligations including $10,000 to remove private moorings to help with the US Army Corps dredging, $1250 to hire a marine surveyor to assist with the removal of an

unseaworthy boat in the harbor, $1000 to inspect complaints of hazardous debris and $400 for removal of a marker buoy, and $1650 committed annually to the pump out boat. The MHMC would like to borrow these funds estimated at $14,300 to meet these needs. Mrs. Stajdahar stated that this is a cash advance due to the General Fund due from the MHMC Special Revenue Fund; $19,936 has been paid, they had $16,141. Mr. O'Brien authorized a cash advance of $3870. to the MHMC. Mr. Wheeler seconded the motion.

Additional Appropriation - Public Works – Mr. Dicesare prepared a request for $45,000 to the Town repairs and Maintenance budget line. The department experienced costly repairs due to age, hours used and the environment. Director of Public Works Barbara McKrell explained that she has a different capacity then her predecessor; leads in her departments have the intimate daily knowledge. Therefore the Highway Supervisor and Master Mechanic Steve Burdick were present as they oversee the fleet. Mr. Frishman stated that even though she is new, she should be aware, he asked if she was incapable of addressing this additional appropriation. Mrs. McKrell replied that was the reason she had Mr. Dicesare attend, as he oversees the fleet, as well as a Master Mechanic. Money can come from other lines but since this was tabled last month, they are in worse shape and other work will not get done. Mr. Dicesare had prepared a detailed list of each vehicle. At this time, the members went over these costs with the Master Mechanic. Mrs. Strunk asked if this was normal maintenance. Mr. Dicesare said yes but the budget had been trimmed the previous year and the 2003 lease purchase program makes these vehicles 11 years old. They do have a preventative maintenance program. He added that it is difficult to predict when they will breakdown and winter takes a heavy toll on the vehicles. There is currently $13,543.42 in the maintenance budget. It is unusual to be here this early but again it is unpredictable, especially with the work these vehicles did for the fields.

Mr. Wheeler asked if maintenance work is done in house. Mr. Burdick stated that some is.

They went over the list of parts and repairs and whether the department has the capability and expertise.

Mr. Wheeler asked if all the vehicles were up and running as there were several highway employees not on the roads but getting paid. Lou said yes but then stated that one vehicle is down.

Mr. Frishman suggested outsourcing all repairs. Mrs. McKrell replied that this list represents the big-ticket items.

Mrs. McKrell stated that she works closely with Mr. Dicesare and the Master Mechanic keeping track of the fleet and all expenditures. Outsourcing was to be ready for storms or they didn't have the capability. Mrs. Strunk stated that she has no problem with outsourcing specific repairs but the BOF should consider more funding for the Highway department. The department will have to use funds within their budget. Mr. Dicesare stated that historically the current funds should get them through to winter. Mr. Frishman suggested looking into outsourcing

sanding and plowing. He also asked her to work with the Director of Finance to move funds with line item transfers. Mrs. Strunk asked if the $45,000 was to the end of the year, June 30, 2015. Mr. Dicesare replied yes, with normal maintenance. They will return in January with line item transfers,
At this time, Mr. Wheeler asked why the paving and sidewalks don't meet. If there was an outside Engineering firm and an engineer working on the sidewalks why did this happen. Mrs. McKrell replied that the bank was done before she started with the Town. Mr. Dicesare confirmed stating that this was Lester Ave. The previous DPW Director and an in house employee oversaw this. An outside consultant had to be hired to grind them down. The CLA employee was an inspector who directed the work and oversaw the contractor. Steven Steadman oversaw the sidewalk work. Unfortunately there were six or seven locations that needed to be grinded, new and previous. This year Greenhaven Construction was the low bidder. Mr. Frishman stated that the low bidder doesn't have to be used if there are concerns. The department can come before the Board. At this time Mr. Frishman addressed the Leaf pickup issues. Mrs. McKrell stated that they stepped up the repairs to address this issue.

Mr. Frishman stated that The Office of Protection and Advocacy for Persons with Disabilities has expressed concerns to the Building Official that there are no Handicap accesses to the fields. There is a discrepancy as to whether this was in the plans and specs. Mrs. McKrell stated that no it was not included in the original plan from several years ago. The Town was contacted by the State and she has informed them that they will request funds in the CIP for handicap access if necessary. She added that the Town does not have the expertise. Mr. Frishman asked about the qualifications of the Town Engineer. Mrs. McKrell said she would like to pull someone in to help with requirements necessary to design. Mr. Frishman was surprised that the Town Engineer couldn't research this. Mrs. McKrell stated that a Professional Engineer does not have the expertise to handle this. Funding available in the bond is unclear. The performance bond issue is still pending, she is working with Town attorney. Mrs. Strunk stated that this is a hot topic and she has no issues with an outside consultant to give their blessing to ensure that it gets done.

Board of Education

CIP – Tabled until the working group has met. A tentative meeting has been scheduled.

Discussion of Budget target for coming fiscal year – Mr. Frishman asked Mrs. Standish if the minimal Grand List analysis projection they reviewed last month is still valid. Mrs. Standish stated that they are still inputting information they have continued to have an increase however. She provided the members with and reviewed a (Data Source: Assessor's Office) Net Grand List Percentage Breakdown by Major Categories of Property covering the time frame of 1996-

2013, a Supplement Motor Vehicles Net Assessment from 2004-2013 and the 2013 Supplemental Motor Vehicles. She added that the Grand List has been pretty consistent. The proposal by the Governor for Motor Vehicles is still pending. She discussed with members upcoming adjustments to the Grand List.

Correspondence -

Health Department – Letter from Sanitarian Karen Weiss updating the members on the workload. Mr. Frishman suggested considering a part time Sanitarian. Mrs. Strunk stated that without quantitative numbers it is hard to justify. Members discussed having the Sanitarian prepare detailed numbers for the members.

Letter from Department of Administrative Services Vincent Pacileo III to have Board of Finance representation for the Retirement Board. Mr. Frishman made a motion to appoint Mr. O'Brien to the Retirement Board. Mrs. Strunk seconded the appointment.

Letter from Superintendent Van Riley to Mr. Grimes clarifying the comment made about the baseball field. There is still grading and sodding of the outfield areas to be completed.

Subcommittee reports – Mrs. Strunk reported on the K-12 Building committee. The last Open House meeting was Monday the 1st. There are three open houses planned. The next one is scheduled for December 16, 2014 and the third one is set for January 2015. The firm provided great visuals with respect to all the different possibilities. It is still in the early stages, they are looking at all the options. Everything is on track and she is very pleased with the architect.

Next meeting will be January 14, 2015.

There being no further business to come before the Board, Mr. Wheeler made a motion to adjourn. Mr. O'Brien seconded the motion and the meeting was unanimously adjourned at 8:15 p.m.

Respectfully submitted,

June Strunk
Secretary

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