



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

**Board of Finance Minutes
Regular Meeting Minutes
Wednesday, November 16, 2016
Colchester Town Hall @ 7PM**

MEMBERS PRESENT: Chairman Rob Tarlov, Andreas Bisbikos, Andrea Migliaccio, and Roberta Lepore

MEMBERS ABSENT: Thomas Kane

OTHERS PRESENT: First Selectman A Shilosky, CFO M Cosgrove, PW Director J Paggioli, Board of Education B Bernier, P&Z R Benson and J Gigliotti, TC M Wyatt, M Egan, J Kelley, T Peters, D Bouchard and Clerk T. Dean

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1. Call to Order

R Tarlov called the meeting to order at 7:00 p.m.

2. Additions to the Agenda

R Tarlov asked that the following be deleted; Item #6 Health Insurance Funding Formula, renumber remaining items.

R Lepore moved to delete agenda item #6, seconded by A Bisbikos. Unanimously approved. MOTION CARRIED.

3. Approval of Minutes: November 2, 2016 Regular Meeting

R Tarlov corrected 12.b. to correct date from Jan 1 to Jan 31st.

A Migliaccio moved to approve the Regular Board of Finance meeting minutes of November 2, 2016, as amended, seconded by R Lepore. Unanimously approved. MOTION CARRIED

4. Citizen's Comments - none

5. Correspondence – two correspondence received (attached)

6. Board of Finance Vacancy – candidate interviews – Michael Egan was interviewed

7. First Selectman

a. Transfer Requests - none

b. First Selectman's Report

A Shilosky stated the Fire Dept. received a donation from the Fire Company to use towards a new Chess Compression Unit. Received additional funds from other donations, however fell short \$459 to be able to purchase the unit. A Shilosky has authorized an expenditure out of capital reserve for \$459. Colchester Garden Club received a grant.

8. Department Reports

a. Finance Department

CFO M Cosgrove stated town is slightly ahead in tax collection rate. Municipal revenue sharing grant came in full. Building permit fee revenue ahead of last year. Town Planner R Benson stated that the increase in permits is largely due to single family home construction. M Cosgrove stated expenditure side has no significant changes.

b. Tax Collector

TC M Wyatt stated there is staff change in office, has an open vacancy for assistant tax collector. On 10/31 sealed bids were open for 235 Lebanon Ave. Highest bidder was M Williams for \$46,110. All outstanding MV bills sent to collections. Supplemental bills will be sent out on 12/21.

9. Liaisons

a. Reports

A Migliaccio reported on Commission on Aging – working on a five-year strategy plan to be ready in Spring 2017.

Board of Education – closed the idea of school renaming of CES. Voted to accept out of district tuition guidelines. Currently at 10 Norwich students at Bacon Academy, which is the cap. Educational volunteers to do a four day review of schools with recommendations.

R Tarlov reported on Building Committee – presentation on King Span Energy (solar) took place. Board of Selectmen – STEAP grand application was presented by P&Z.

A Bisbikos inquired on the Board of Education Norwich student revenue plan.

10. New Business

a. Firehouse Mold and Remediation – Discussion and Possible Action

PW Director J Paggioli gave the Board an update on the condition of the Fire House. There was more mold than was anticipated. Board of Finance would need to authorize the expenditure to complete the project. Not completing the additional work required would be problematic. Discussion ensued on condition of firehouse and contractor used.

R Lepore moved in accordance with section 4.1 of the Budget Transfer Procedures Use of Capital Reserve Fund, that the Board of Finance authorize expenditure of \$75,000 of the Building and Grounds Reserve Fund for use to complete the mold remediation and restoration work at the Fire Department Company One Building and incorporate that amount along with the existing Capital Funds to complete said work, seconded by A Migliaccio. Unanimously approved. MOTION CARRIED 4-0

b. Use of Reserved Fund for Youth Services Van Acquisition – Discussion and Possible Action

A Shilosky explained the Regional Animal Control Officer program upcoming in relation to the Youth Services van. After money raised by Youth Services, the sale of existing van, along with the budgeted amount, there is a balance of \$3,400. CFO M Cosgrove explained to the Board the funding of vehicle replacement plan reserve.

A Bisbikos moved to authorize to appropriate \$3,414.24 from the Vehicle Reserve Account and utilize existing budgeted funds for the purchase of a 2016 Ford Transit 12 person van for use of Youth Services and the Town of Colchester, seconded by A Migliaccio. Unanimously approved. MOTION CARRIED 4-0.

c. STEAP Grant Application for Lebanon Ave Streetscape – Discussion and Possible Action

R Benson explained the project for the grant being applied for, that needs and endorsement by the Board of Finance. This is a non-matching grant. Public Information Session was held on 11/14/16. Discussion regarding grant funding and specifics of project ensued. Grant approval notification would be received by Summer 2017, with construction starting in 2018.

A Bisbikos moved to endorse the Planning & Zoning Department's submission of a S.T.E.A.P grant application to the Connecticut Office of Policy & Management for Streetscape improvements along Lebanon Avenue (Route 16), seconded by A Migliaccio. Unanimously approved. MOTION CARRIED 4-0.

d. 2017 Meeting and Budget Schedules – Discussion and Possible Action

R Tarlov stated he still needed to coordinate dates with the Town Clerk and registrars.

e. Budget Survey Renewal Fee – Discussion and Possible Action

Cost for the survey is \$200, last year the Board chipped in personally to pay for the survey. A Shilosky stated that the First Selectman's office budget will pay for the survey cost.

f. Planning for the Budget Forum – Discussion

R Tarlov stated that he would like a worksheet posted to residents before the forum, so they can formulate ideas or suggestions. Promote the worksheet on the website as a guide for the purpose of the meetings and provoke thought. R Lepore suggested that at the forum, they can go over the posted articles and the previous years' survey.

g. Budget Facebook – Discussion

R Tarlov stated that the Board will discuss ideas and format at the next meeting.

11. Old Business

a. Off budget season communications –

i. Discussion and action on T Kane's articles

R Tarlov stated that T Kane sent out revised drafts of the articles. Board decided to post the seven articles starting in January to run thorough Feb 2017. Rivereast ad will be to promote the article with a link to the website to read them. Will include the articles on the weekly eblast. T Dean will check with IT on whether our website back office can drill down to clicks on those pages.

ii. BOE topics for budget communications

1. Declining enrollment, spending per student, test results

2. Year-end Unexpended Funds

R Tarlov asked B Bernier if the Board has had a chance to discuss these topics. B Bernier stated that they have not yet.

b. Review of opengov.com presentation

1. Review of other options

R Tarlov asked the Board if they had any questions on the presentation last meeting, Board answered no. Discussed other options available, one to include MUNIS, a vendor the town is already using for all financial data. Board agreed that some type of program is needed, just need to choose which one to go with.

12. Citizens Comments

B Bernier spoke in favor of M Egan for a Board of Finance member possible appointment

D Bouchard spoke in opposition of M Egan for a Board of Finance member possible appointment

J Kelly spoke in opposition of M Egan for a Board of Finance member possible appointment. Also stated his opinion of the Board of Education's lack of transparency regarding the budget.

13. Adjournment

R Lepore moved to adjourn at 8:48 pm, seconded by A Migliaccio. Unanimously approved. MOTION CARRIED.

Attachment: Correspondence (2)

Respectfully submitted,



Tricia Dean, Clerk

Re: BOF Vacancy

Dee

Wed 11/16/2016 9:42 AM

Inbox

To: Robert Tarlov <BOFChair@colchesterct.gov>;

Thank you for the information Rob.

Dee

Sent from my iPhone

On Nov 16, 2016, at 8:49 AM, Robert Tarlov <BOFChair@colchesterct.gov> wrote:

The position cannot be filled by a Republican as a 6 member board cannot have more than 4 members from the same party.

We will be interviewing candidates at the November 16th and December 7 Board of Finance meetings. We will accept applications through December 6 for the interviews on December 7.

Rob Tarlov, Chairman, Board of Finance

860-608-4293

From: Rob Tarlov <ctparagon@comcast.net>
Sent: Tuesday, November 15, 2016 4:47 PM
To: Robert Tarlov BoFChair@colchesterct.gov
Subject: FW: BOF Vacancy

-----Original Message-----

From: Dee [<mailto:deeedeee1963@yahoo.com>]
Sent: Monday, November 14, 2016 6:35 PM
To: ctparagon@comcast.net
Subject: BOF Vacancy

Chairman Tarlov,

Rob Tarlov

From: James D McNair III <jmcnair3@comcast.net>
Sent: Monday, November 14, 2016 6:44 AM
To: 'Rob'
Subject: some thoughts about budget turn out

Rob,

I sent out a FB post musing why we get a large turnout for president and low for budget. Some of the feedback was:

Not enough signs

Not enough awareness

People don't understand finances

People trust elected officials

[I personally think some people also wait until they have kids in school and others stop voting once kids leave system]

Would it be of any advantage to publicly issue a statement of what is being done? # signs placed around town, # on town email list, # email blast, # letters to editor et. al.

Educating people that our Charter gives authority to approve budget up to voter not elected officials.

As for not understanding finances a discussion what Tom will be sending out to explain budget.

Lastly, Dee asserts public officials push the budget. Be curious if any value to get a public statement on that matter. Individual members can exercise 1st amendment right but boards on recommend but not endorse budget. (I think). Or put another way, does the BoF want high turnout or getting a budget passed?

Just wondering your thoughts,

Take care,

James

No virus found in this message.

Checked by AVG - www.avg.com

Version: 2016.0.7924 / Virus Database: 4664/13407 - Release Date: 11/14/16