

BOARD OF FINANCE CANAAN/FALLSVILLAGE,
REGULAR MEETING VIA ZOOM
MONDAY, December 14, 2020 @ 6:30PM

Present: Co-chair: Attendees: Dick Heinz, Steve Dean, Dan Silverman, Lou Timolat, Joel Jones, Alternates: Eric Carlson, Daly Reville, Corinna Fleming. Absent John Allyn

Also in attendance: Selectmen: Henry Todd, Greg Marlowe, Dave Barger, Linda Paviol Treasurer. Lakeville Journal Patrick Sullivan, Republican American Ruth Epstein, Pat Mechare BOE, Janet Hanna, Colter Rule, Laura Werntz, John Allen

CALL TO ORDER: Regular Meeting called to order at 6:31 p.m. by Co-Chairman Heinz.

MOTION by Dean, seconded by Jones to seat Eric Carlson in place of regular member John Allyn, unanimous.

Public Comment: Colter had issues pulling up website earlier today.

Written Communications: None

Reports

- Secretary's Report – November 9th 2020 - **MOTION by Silverman, seconded by Jones to accept as presented the minutes of the November 9th , 2020, Regular BOF meeting; unanimous.**
- Treasurer's Report - **MOTION by Jones, seconded by Dean, to accept as presented the November treasurers report; unanimous.**
- Tax Collector's Report – **MOTION by Dean, seconded by Carlson to accept as presented the November Tax Collectors Report; unanimous.**
- Board of Education – **MOTION by Dean, seconded by Jones to accept as presented BOE report; unanimous.**

First Selectman's Report

- Have not had meeting of bridge committee Greg will be likely meeting in January
- EMS – up and running and ready to implement.
- Fire grant – we will get formal request to BOF - Received State grant of \$41,276.23-in general fund-need to move this by Town Mtg to the Truck and Equipment reserves as discussed prior
- Received a response from Atty. Roraback regarding Referendum on Housing issue – does not fall under the guidelines for referendum.
- Gas Station special waste permit has been issued by the Town - dirt has been tested by state approve lab. No apparent issues with dirt/leakage.
- Lease for 440 sq. ft. at 107 Main and interest in remaining interest by JP Gifford- reply on latter to be in sometime later this month as to interest or lack of same
- We have list of properties owned by Town that is now available upon request.
- Rec Commission is being repopulated.

Old Business

1. Discuss and act on proposal by Selectmen and Treasurer on how the Board of Finance would like the Town of Canaan to handle re-characterization of amounts and purposes within Departmental sub-lines.

MOTION to table Silverman, seconded by Joel to table this discussion till next regular meeting after review of the proposal; unanimous.

New Business

1. Review and approve the BOS/BOF meeting schedule for 2021. **MOTION made & seconded, to accept as presented the BOF regular meeting schedule attached; unanimous.**
2. Review and act on BOF Annual Report. (Including review of the title on the cover.)

MOTION by Timolat, seconded by Jones to adopt the annual report as corrected by Heinz; unanimous.

MOTION by Heinz, seconded by Timolat, that the BOF specify the report title is Annual Report by the BOF by the Town of Canaan

Adjournment: **MOTION by Silverman and seconded by Dean, meeting adjourned at 7:10ish p.m.**
Respectfully submitted, Rebecca Juchert-Derungs, Recording Secretary.

Regarding Transfer of Funds – draft proposal

Consideration one: policy elements concerning the transfer of funds immediately following the beginning of the fiscal year and going forward a certain time from the beginning of the fiscal year.

Discussion: The town meeting legislative act enacting in detail a budget has no meaning if funds can be moved around freely soon after they have appropriated in amounts in specific amounts for specific purpose. If the funding is poorly planned, it is the BOF fault, since the Town Meeting acts on BOF recommended estimates of expenses.

Recommendation: Any transfer of Fiscal Year inter departmental funds within the Town Meeting enacted budget requires BOF approval.

Consideration two: Policy element concerning transfer of funds within the period 6 months from the beginning of the fiscal year until the end of the fiscal year.

Recommendation: if an amount to be transferred within a department's aggregate sum does not exceed \$5000 and does not alter the appropriated line item amount by the addition or subtraction of greater than 15% the transfer may be authorized by the Board of Selectmen with timely notice to the Board of Finance. Transfers in compliance with the preceding will be considered "rounding adjustments and reconcile by BOF action at the end of the fiscal year.

For exceedances of the above, advance Board of Finance approval is required.

Exceptions: Since de-icing can be considered within the realm of highway maintenance, unspent de-icing may be spent without restriction on highway paving provided that such spending proposal is requested by the Public Works manager and authorized by a motion by the Board of Selectmen.

For an emergency or for a self-evidently critical circumstance and when no possible special BOF meeting can occur, spending exceeding the nominal inter-department limit may be authorized by unanimous Board of Selectmen vote.

Proposed Meeting Schedule for the Regular BOF/BOS 2021 Meetings 2021 – approved December 14th, 2020 dates

January 11th

February 8th

March 8th

April 12th

May 10th

June 14th

July 12th (Optional)

August 9th

September 13th

October 18th

November 8th

December 13th