

**Litchfield Board of Finance
Regular Meeting Minutes
February 12, 2018**

Chairman Helen Bunnell called the meeting to order in the LIS Art Room at 7:01p.m. with Richard Quay, James Stedronsky, Sky Post, Erich Marriott and Richard Furniss (Alt.) present.

Absent: Ed Gadomski and Rose Blondin (Alt.)

Also Present: Leo Paul, Amaechi Obi, and Sherri Turner

The Chairman appointed Richard Furniss a full member in the absence of Ed Gadomski.

Approve Meeting Minutes of Regular Meeting on January 8, 2018

Motion: James Stedronsky moved to accept the 1-8-18 regular meeting minutes with the amendment that Auditor David Cappelletti agreed to come back to do a workshop on the audit. Richard Quay seconded the motion. All voted aye and the motion carried.

Motion: Richard Quay moved to add approval of the special meeting minutes of 1-30-18 to the agenda. Richard Furniss seconded the motion. All voted aye with Erich Marriott abstaining and the motion carried.

Public Comment

There was no public comment.

Discussion with Board of Education Regarding Budget for FY 18/19

Chairman Bunnell said David Fiorillo was unable to attend tonight's meeting. Superintendent Sherri Turner and several BOE members were present to speak about the BOE budget, which is slated to be presented to the BOF on March 19, 2018. James Stedronsky noted that the BOF is responsible to the taxpayers, and although it is not the purview of the BOF to decide how the schools' money would be spent, other towns are working toward a zero per cent increase. He said everyone should know what the Minimum Budget Requirement (MBR) is for this school year as set by the state. Superintendent Turner said the exact number for the MBR in Litchfield is not known.

Amaechi Obi shared a letter from the state of Connecticut dated 2-2-18 from CFO Kathy Demsey. He said the reduction of the ECS grant from the state from 2016-17 through 2018-19 is \$257,949.

Chairman Bunnell said it is hoped that when David Fiorillo does the BOE budget, they will have the exact MBR figure. James Stedronsky said that looking forward to next year's BOE budget, it would be beneficial if the format was comparable to that of Region 6 and there was discussion about the reasons to have this comparison. It was suggested that the BOE would be seeking where savings could be made since enrolment has decreased. Richard Quay noted the BOE should give compelling reasons for having more than a zero per cent increase in their budget and there was discussion about state mandates and the high rating LHS has enjoyed, which brings newcomers to the town.

Richard Quay spoke about the continuing reduction in ECS and Superintendent Turner said they will be working on a proactive basis and cutting classes in the future. BOF members were encouraged to attend

the BOE meetings and Erich Marriott and James Stedronsky said they will try to come to future BOE meetings.

Director of Finance's Monthly Report

1. Amaechi Obi said as of January 31, 2018, the Town has collected 94.1% of revenue compared to 92.7% same time last year and total expended 64.7% of the BOS Budget (compared to 50.0% last year.) The Fund Balance is \$5,080,005 which is at 16.31%. Current year property taxes collected are 96.4% compared to 96.6% same time last year. All Tax Collector's revenue collected was 96 0% and all revenue within Town is at 94.1% of original budget compared to 92.7% same time last year. James Stedronsky suggested adding the previous year's percentages for Expenditures for BOS and Debt Service/Capital on the Financial Overview.
2. Leo Paul discussed what is expected from the state in funding, noting that the BOS budget is at a zero per cent increase but it is unknown what the state will fund for capital items.
3. Financial Transfers: There were no financial transfers.

Payment of Bills

Motion: Richard Quay moved to approve the final invoice dated 12-31-17 from Clermont & Associates, LLC in the amount of \$13,950. Richard Furniss seconded the motion. All voted aye and the motion carried.

Correspondence

There was no correspondence.

New Business/Future Agenda Items

James Stedronsky said a town audit workshop will be held on Thursday, February 15, 2018 at 7:00p.m. at the Litchfield Community Center at 421 Bantam Road, Litchfield, CT. The Agenda encompasses a public review of the annual budget for June 30, 2017.

Motion: James Stedronsky moved to authorize the BOF Chairman to post the FOI notice and agenda for a public workshop on town finances to be held at 7:00p.m. on Thursday, February 15, 2018 at the Litchfield Community Center. Richard Quay seconded the motion. All voted aye and the motion carried.

Chairman Bunnell noted that, going forward, events such as this would need to come first to the BOF Chairman.

Committee Reports

- a. Green Team Presentation: John Post distributed a Town of Litchfield Quarterly Energy Dashboard for the total town portfolio including three schools, town hall, Public Works, WPCA, Bantam Borough Hall, Recycling Center and Borough street lights as of 6-30-17. The Energy Star score showed a 13% increase, from 68 in year ending 6-30-2011 to 77 in year ending 6-30-17, a good trend. He discussed the Energy Utilization Index (EUI) which also showed a good trend of 14% improvement over the same time frame. He noted that the committee received two Bright Idea \$5000 grants. There was discussion about energy usage and thermostat settings for the three schools.
- b. Capital Committee: Leo Paul previously discussed this.

Adjournment

Motion: Sky Post moved to adjourn the meeting at 8:47p.m. Richard Quay seconded the motion. All voted aye and the motion carried.

The next meeting will be a regular meeting on Monday, March 12, 2018 in the LIS Art Room.

Respectfully submitted,

Jo Ann Jaacks
Recording Secretary