

**Litchfield Board of Finance
Regular Meeting Minutes
May 8, 2017**

Call to Order: Chairman David Wilson called the meeting to order in the LIS Art Room at 7:00p.m. with Helen Bunnell, Anne Dranginis, Matt Terzian, and Rose Blondin (Alt.) present.

Absent: Ed Gadomski,

Late: Sky Post (Alt.) arrived at 7:30p.m.

Also present: Leo Paul, Amaechi Obi and James Stedronsky

Chairman Wilson appointed Rose Blondin as a full member until Ed Gadomski arrived. He noted that town attorney Michael Rybak had clarified that when a full member arrives late, the alternate is no longer a full member.

Motion:

Helen Bunnell moved to add Executive Session as agenda item #1a. Matt Terzian seconded the motion. All voted aye and the motion carried.

Motion:

Helen Bunnell moved to enter Executive Session with BOF members, Leo Paul and Amaechi Obi present. All others were requested to leave the room and the BOF went into Executive Session at 7:07p.m.

Motion:

Anne Dranginis moved to come out of Executive Session at 7:28 p.m. Matt Terzian seconded the motion. All voted aye and the motion carried.

Motion:

Matt Terzian moved to approve the severance package described in the Executive Session. Anne Dranginis seconded the motion. All voted aye with the Chairman not voting and the motion carried.

Approve Meeting Minutes

Motion: Helen Bunnell moved to accept the 4-3-17 meeting minutes with the following amendments: On page 1, to remove Sky Post at 7:04p.m. when Helen Bunnell arrived, on page 2 to remove Sky Post's Aye vote on the BOE budget and add Helen Bunnell's Aye vote, and to remove Sky Post's second on the motion to adjourn and change the motion to read "Chairman Wilson declared the meeting adjourned." Anne Dranginis seconded the motion. All voted aye with Rose Blondin abstaining and the motion carried.

Motion: Helen Bunnell moved to accept the 4-10-17 meeting minutes. Matt Terzian seconded the motion. All voted aye with Sky Post abstaining and the motion carried.

Motion: Matt Terzian moved to accept the 4-26-17 meeting minutes. Helen Bunnell seconded the motion. Chairman Wilson read the amended version of these minutes. All voted aye with Rose Blondin abstaining and the motion carried.

Public Comment

There was no public comment.

Introduce and Vote on Appointment to Board of James Stedronsky

Chairman Wilson said James Stedronsky has been nominated by the Democratic Town Committee to replace Mitchell Fishman. He will be a full Board of Finance member until the November election. He will need to be sworn in by the town clerk.

Motion: Anne Dranginis moved to seat James Stedronsky as a full BOF member in Mitchell Fishman's place until the November election. Matt Terzian seconded the motion. All voted aye and the motion carried. James Stedronsky joined the meeting.

Election of Vice Chairman and Secretary

Chairman Wilson said he was accepting nominations for the BOF Vice Chairman and Secretary, which is a combined position. Sky Post nominated Helen Bunnell for this position and Chairman Wilson nominated Matt Terzian.

Motion:

Helen Bunnell moved to nominate Matt Terzian as BOF Vice Chairman and Secretary. Anne Dranginis seconded the motion. All voted aye and the motion carried.

Motion:

Chairman Wilson moved to close the nominations for BOF Vice Chairman and Secretary. Anne Dranginis seconded the motion. All voted aye and the motion carried.

Motion:

Chairman Wilson moved to accept Matt Terzian as BOF Vice Chairman and Secretary. Rose Blondin seconded the motion. All voted aye with the Chairman not voting and the motion carried.

Tax Collector – Suspense Items

Tax Collector Nancy Southard distributed copies of the Suspense Records Report for the town of Litchfield dated 5-8-17. She is requesting BOF approval to transfer 22 accounts of uncollected taxes to the suspense tax book. The total amount of \$11,316.86 is believed to be uncollectible.

Motion:

Anne Dranginis moved to approve the transfer of \$11,316.86 from uncollectible taxes to the suspense tax book. Rose Blondin seconded the motion. All voted aye and the motion carried.

Director of Finance Report of Revenues & Expenditures

Chairman Wilson noted that Fran Carpentier has been confirmed by the BOS as the new town treasurer to replace David T. Wilson. He has not been sworn in yet.

Amaechi Obi distributed copies of the financial overview as of April 30, 2017. The Town has collected 97.8% of revenue compared to 99.6% same time last year. Total expended is 87.4% of the BOS budget, compared to 84.05% last year. The ending fund balance is \$4,655,377.10. Current year property taxes collected are 99.8% compared to 99.7% at the same time last year.

Amaechi Obi said he will be coming regularly to BOF meetings and if there is a need for Stacey to attend, she will come also. Questions can be emailed to him. He asked if the BOF if they wanted the financial reports to be done differently and Sky Post requested a format that could be projected on a screen. Sky Post will meet with Amaechi Obi to discuss this.

Financial Transfers

Motion: Helen Bunnell moved to approve the Finance Department's amended request to make an \$8,200 budget transfer #8 from Contingency 01-1903-51703 to Professional Services (Legal) 01-1801-52105. Anne Dranginis seconded the motion. All voted aye and the motion carried.

Discuss Proposed BOE Policy of Non-Resident Staff and Children Attending Litchfield Public Schools

Chairman Wilson provided copies of a legal opinion from town attorney Michael Rybak on the topic of reduced/discounted tuition for non-resident staff of the Litchfield Public Schools which stated "Notwithstanding these questions and others one could ask, it is my opinion that the BOE has the legal authority to institute this type of policy and the BOF has no authority to veto it."

Frank Simone answered questions about this issue, stating this discount/reduction is for FT staff and there is no particular case pending. Chairman Wilson asked Frank Simone to keep in mind the good of the town and taxpayers when BOE decisions such as this one are made.

New Business

- b) Correspondence: There was no correspondence.
- c) Payment of Bills: There were no bills for payment.

Adjournment

Motion: Helen Bunnell moved to adjourn the meeting at 8:29p.m. Matt Terzian seconded the motion. All voted aye and the motion carried.

The next meeting will be a special meeting on Wednesday, May 10, 2017, immediately following the Annual Budget Meeting in the LIS Auditorium.

Respectfully submitted,

Jo Ann Jaacks
Recording Secretary