

**Litchfield Board of Finance
Regular Meeting Minutes
April 10, 2017**

Call to Order: Chairman David Wilson called the meeting to order in the LIS Art Room at 7:00p.m. with Ed Gadomski, Helen Bunnell, Anne Dranginis, Matt Terzian, and Rose Blondin (Alt.) present. Absent: Sky Post (Alt.)
Also present: Leo Paul, Amaechi Obi, and Stacey Dionne

Approve Meeting Minutes

Motion: Helen Bunnell moved to accept the 3-13-17 meeting minutes. Ed Gadomski seconded the motion. All voted aye and the motion carried.

Motion: Helen Bunnell moved to accept the 3-20-17 meeting minutes. Ed Gadomski noted that he was present for this meeting. Helen Bunnell amended her motion to reflect that Ed Gadomski was present at the 3-20-17 meeting. Matt Terzian seconded the motion. All voted aye with Rose Blondin abstaining and the motion carried.

Motion: Helen Bunnell moved to accept the 4-3-17 meeting minutes. Anne Dranginis seconded the motion. There was discussion about the procedure to appoint alternates as full members to replace a specific member and Helen Bunnell indicated she would like her “Not Voting” designation for the vote on the BOE budget to be changed to an “Aye.” Chairman Wilson said he would seek clarification on these two issues. He noted that the town attorney had told him that the BOF Chairman can decide whether to change the Alternate who has already been seated or to allow them to remain once the late full member arrives. Matt Terzian noted that he would like to clarify his statement on page 1 of the 4-3-17 minutes, ¶2 under agenda item “Review potential Changes and Modifications to the Board of Education 2017-2018 Budget Proposal” to read “Matt Terzian said he would like to see two studies – one for a partial regionalization and one for a full regionalization.”

Motion: Anne Dranginis moved to table acceptance of the 4-13-17 meeting minutes to the next regular meeting on May 8, 2017. Ed Gadomski seconded the motion. All voted aye and the motion carried.

Public Comment

John Morosani distributed copies of The Seherr-Thoss Foundations Grant Application pre-filled to request \$3,500 for the purpose of seeking a grant to pay for an update of a 2014 study performed by EdAdvance (previously Education Connection) that analyzed the effect of the decline in enrollment in the Litchfield and Region 6 school systems. He explained the total cost to carry out the grant included \$1,000 for the cost of the update by EdAdvance of the 2014 study of the consolidation prediction studies for the Region School District 6 and the Litchfield Public Schools, \$2,000 to update the enrolment projections for both Region 6 and Litchfield since 2012, and \$500 to make a public presentation to the Boards of Selectmen and Finance and the Boards of Education of the towns of Litchfield, Goshen, Morris and Warren. He noted that regionalization would be a significant savings in lieu of attempting to cut the BOE budgets. The Seherr-Thoss deadline was April 1st but he believes they might accept a later application filing.

First Selectman Leo Paul noted that the other First Selectmen have discussed this issue. The four communities involved could hold a referendum to vote on the study but all four would have to agree. Following such approval, the four Boards of Finance would get involved.

Anne Dranginis left at 7:43 p.m.

Director of Finance Report of Revenues & Expenditures

Stacey Dionne distributed copies of the financial overview as of March 31, 2017. The Town has collected 97.2% of revenue compared to 96.6% same time last year. Total expended is 84.7% of the BOS budget, compared to 70.06% last year. The ending fund balance is \$4,655,377.10. She said there is an overage for Highway due to overtime winter hours and additional funds are needed for the Inland Wetlands Professional Services Legal account, and this will be handled with a transfer.

There was discussion about Nancy Southard's tax collection rate being raised to 98.25%. Amaechi Obi said he will conduct a study on this to present to the BOF for a decision on whether to change the tax collection rate in the budget.

Leo Paul noted that the state legislature's budget will not be known until May 10, 2017. Copies of two scenarios for the Litchfield proposed 2017-2018 town budget were distributed: \$31,153,450 with a mil rate increase of 1.0 and \$32,053,682 with a mil rate increase of 2.8. There was discussion about whether the additional .25% increase in tax collection would cover whatever cuts would be forthcoming from the state.

Motion: Matt Terzian moved to change agenda item 7a) to 4a). Ed Gadomski seconded the motion. All voted aye and the motion carried.

Motion: Helen Bunnell moved to exchange agenda item #5 with #6. Matt Terzian seconded the motion. All voted aye and the motion carried.

Financial Transfers

Motion: Helen Bunnell moved to approve the Finance Department's request to make a \$2,181.19 budget transfer #6 from Capital and Non-Recurring #56-9501-58101 to Alarm System (BOE Intrusion Alarm) #60-9101-57997-0997. Matt Terzian seconded the motion. All voted aye and the motion carried.

Motion: Helen Bunnell moved to approve the Finance Department's request to make a \$2,099.96 budget transfer #7 from Public Facilities (Security Film) #67-9300-61333 to School Safety & Facilities (Exterior Video Cameras) #67-9300-61325. Matt Terzian seconded the motion. All voted aye and the motion carried.

Motion: Helen Bunnell moved to approve the Finance Department's request to make a \$8,200 budget transfer #8 from Contingency #01-1903-51703 to Professional Services (Legal) #01-1402-52105. Matt Terzian seconded the motion. All voted aye and the motion carried.

To consider and act upon a resolution entitled

A meeting of the Board of Finance of the Town of Litchfield was held in the Litchfield Intermediate School Arts Room on April 10, 2017 at 7:00 o'clock p.m.

Members present and absent at commencement of the meeting were as follows:

PRESENT

David Wilson
Matt Terzian
Helen Bunnell
Rose Blondin (Alt.)
Anne Dranginis
Ed Gadomski

ABSENT

Sky Post (Alt.)

Chairman David Wilson introduced and read the following resolution:

RESOLVED: That the resolution entitled 'RESOLUTION APPROPRIATING \$6,875,000 FOR THE TOWN OF LITCHFIELD 2017-2018 CAPITAL IMPROVEMENT PROGRAM, INCLUDING SCHOOL, PUBLIC SAFETY AND PUBLIC WORKS IMPROVEMENTS AND AUTHORIZING THE ISSUE OF \$6,875,000 BONDS (\$3,571,259 IS EXPECTED TO BE PAID FROM GRANTS) OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE,' is hereby approved and recommended for adoption by the Town.

Motion: Helen Bunnell moved to waive the reading of the entitled resolution and that its full text be incorporated into the minutes of the meeting. Matt Terzian seconded the motion.

Upon roll call vote the Ayes and Nays were as follows:

Ayes

David Wilson
Matt Terzian
Helen Bunnell
Rose Blondin
Anne Dranginis
Ed Gadomski

Nays

Chairman David Wilson thereupon declared the motion carried. The resolution is attached hereto.

First Selectman Leo Paul explained the resolution and answered questions from Matt Terzian about the bonding process.

Motion: Helen Bunnell moved that the resolution be adopted. Matt Terzian seconded the motion.

Upon roll call vote the Ayes and Nays were as follows:

Ayes

David Wilson
Matt Terzian
Helen Bunnell
Rose Blondin
Anne Dranginis
Ed Gadomski

Nays

Chairman David Wilson thereupon declared the resolution adopted.

Motion: Helen Bunnell moved to add the newspaper publishing of the town budget to the agenda. Matt Terzian seconded the motion. All voted aye and the motion carried.

Chairman Wilson said the printing of the proposed budget in the local newspaper costs \$400 and is in the BOF budget. He asked the Finance Department members to confirm if the budget to be submitted to the newspaper was accurate and correct.

Motion: Helen Bunnell moved to approve the newspaper submission of the town budget in time for the budget hearing on April 26. Rose Blondin seconded the motion. All voted aye and the motion carried.

There was discussion about changing the time of the special BOF meeting originally scheduled for April 27.

Motion: Ed Gadomski moved to change the time of the special BOF meeting originally scheduled for April 27 to April 26, immediately following the budget hearing to be held in the LIS Auditorium. Matt Terzian seconded the motion. All voted aye and the motion carried.

Introduce and Review Resume for James Stedronsky

Chairman Wilson said Jim Stedronsky's name had been submitted by the Democratic Town Committee to replace Mitchell Fishman. His resume had not been received in time for tonight's meeting so this agenda item will be tabled to the May 8 regular meeting.

New Business

- b) Correspondence: There was no correspondence.
- c) Payment of Bills: There were no bills for payment.
- d) Future Agenda Item: Ed Gadomski requested a future agenda item to discuss the Burrville VFD's donation of their equipment to a Massachusetts VFD and whether the town or the VFD owns this equipment.

Chairman Wilson noted that the discussion about regionalization was not on the agenda and he was reluctant to call another special BOF meeting to discuss applying for a grant. Matt Terzian asked about the Litchfield BOF getting together with BOFs from Morris, Warren and Goshen to discuss moving forward on the school issue.

Adjournment

Motion: Helen Bunnell moved to adjourn the meeting at 8:45p.m. Matt Terzian seconded the motion. All voted aye and the motion carried.

The next meeting will be a special meeting on Wednesday, April 26, 2017, immediately following the Budget Hearing in the LIS Auditorium.

Respectfully submitted,

Jo Ann Jaacks
Recording Secretary