

**TOWN OF SOMERS  
BOARD OF FINANCE  
P.O. BOX 308  
SOMERS, CT 06071**

**BOARD OF FINANCE MINUTES  
REGULAR MEETING  
OCTOBER 25, 2010  
TOWN HALL CONFERENCE ROOM – 7:00 pm**

**I. CALL TO ORDER:**

Chairman, James Persano called the regular meeting of the Board of Finance to order at 7:04 pm. Members: George Warner, Thomas Mazzoli, Michael Parker, Steve Krasinski and Marilyn Pronovost were present and constituted a quorum. Also present First Selectman, Lisa Pellegrini and Town CFO, Kim Marcotte. Bill Boutwell, and Tim Potrikus from the Board of Education were also in attendance.

**II. BOARD OF EDUCATION UPDATE:**

Mr. Persano asked Mr. Boutwell and Mr. Potrikus if they had an update for the BOF. Mr. Potrikus responded they had nothing to report, and asked if the BOF had any questions for either of them. None were brought forth.

**III. SELECTMAN UPDATE:**

First Selectman, Lisa Pellegrini distributed copies of her memo, dated 10/25/10. Topics included:

- **Personnel Changes**
  - New Town Engineer, Jeff Board started 10/18/10
  - New Fire Chief, Gary Scheissl
  - Animal Control Officer terminated on 10/13/10
  - Building Official on un-paid administrative leave til 11/12/10

Mr. Mazzoli asked about both timing and cost savings associated with the Animal Control Officer termination. Ms. Pellegrini stated she is still negotiating with another Town on consolidating the role. She added that by closing the Facility in Somers, she identified \$20,000 to \$25,000 in potential savings.

- **Joint BOS/BOE/BOF Meeting.** Ms. Pellegrini stated her interest in setting a joint meeting with the BOS, BOE and BOF at the first BOS meeting in December to begin discussion and set a baseline on next year's budget. The election would be over and the new state officials identified. Mr. Persano declined stating the BOF does lay out guidelines, but would rather it be done in a regular meeting. Mr. Krasinski offered that if BOE has their 5 year plan in November, it would allow the BOF to better set the guidelines in December. Both Ms. Pellegrini and Ms. Marcotte stated the difficulties in depending on the 5 year plan due to the volatility of the economy and the state's fiscal situation. Mr. Persano added that the BOF generally gives a percentage guideline and a CIP determination.

Still focused on the next budget, some discussion followed regarding the State Police building, in need of repair, and the Fire Department site. Mr. Mazzoli expressed an interest in consolidating the two groups in one location, deeming it a Public Safety Complex. Mr. Warner agreed it would be a big savings to the Town. Ms. Pellegrini said this idea was on a list of items to be discussed with the new Chief.

Ms. Pronovost reminded members this had been discussed when the new Fire House was built. She added that other Towns with a combined Public Safety Complex found that the Fire Departments' space and storage

needs could not adequately be met in a combined site. Mr. Persano said it was a topic which should be explored, as a way to save money for the good of the Town.

- **STEAP Grants.** Ms. Pellegrini updated members of the Town's recent receipt of STEAP Grants totaling \$220,000, for the sidewalk on Battle Street and expansion of the Senior Center/repaving of the Senior Center parking lot.
- **Brownfield Grant.** Ms. Pellegrini explained that the Town recently applied for this federal grant which would allow for Phase I and II Environmental studies to be done on brownfield properties; of which the Town has 3. She added that the goal is to return the brownfields to the tax roll as active and thriving properties. Mr. Krasinski asked if the Grant was for clean-up. Ms. Pellegrini answered it was not, property owners would pay for clean up and have the ability to apply for grants and low interest loans.

Ms. Pellegrini added that she is trying to get stimulus money for tank removal and easement work to be done on the properties. She added that one of the properties has been sold to a new owner.

- **New Phone System.** Ms. Pellegrini stated she is meeting with vendors this week and hopes to have quotes for the BOF at the next meeting.
- **Budget Rumors.** Ms. Pellegrini stated that she won't have any solid information until after the election. Rumors regarding cuts in State funding abound, but nothing can be confirmed at this time.
- **5 Year Plan.** Ms. Marcotte to address later in this meeting.

#### **IV. AMBULANCE ACQUISITION FINANCING:**

Ms. Marcotte opened by stating the Town signed an agreement for the new Life Line Model, with a delivery date in April of 2011. She informed members that the Town will lock in the financing 60-90 days prior to delivery. She distributed copies of financing options and added that a decision need not be made tonight. Mr. Mazzoli, viewing the cost scenarios, seemed surprised at the \$207,000 cost, stating he thought they were purchasing a demo. Ms. Marcotte explained the demo was no longer available.

Mr. Krasinski asked if the down-payment of \$19,000 was from CIP. Ms. Marcotte said yes, and that the balance of the first year's lease (\$41,000) had also been previously appropriated from CIP. Mr. Krasinski questioned whether they would prefer the next payment come from next year's budget. Mr. Warner asked when the BOF needed to decide on financing. Ms. Marcotte responded, January.

Mr. Parker questioned why none of the original bids tie with the actual costs. He also thought the ambulance cost came with a 5 year warranty. His opinion was that with such a warranty, 5 financing would make sense; but not without. Mr. Parker added that original Life Line bid was \$196,673 and had grown to \$207,000. He asked what had changed. Ms. Marcotte stated that the price of the agreed upon options had increased.

Mr. Parker suggested paying the \$60,000 this year, as they had previously agreed, and to finance the balance over 3 years. He stated he is still very interested in developing a cost budget for the ambulance service. Mr. Mazzoli also agreed with the need to determine what it costs the Town.

#### **V. MINUTES APPROVAL:**

- July 29, 2010                      Special Meeting
- August 2, 2010                      Special Meeting
- September 27, 2010                      Regular Meeting

Mr. Persano asked the members for comments or corrections on BOF Minutes dated above. Ms. Marcotte stated that on the 9/27/10 Minutes, Page 1, III First Selectman Update, the first bullet should be removed. No other comments or changes were brought forth.

*A motion was made by Mr. Mazzoli to approve the 7/29/10 and 8/2/10 Minutes as written, and the 9/27/10 Minutes as amended; seconded by Mr. Warner, and then unanimously voted as approved by the members.*

**VI. BILLS, TRANSFERS and APPROPRIATIONS:**

None.

**VII. CORRESPONDENCE:**

None.

**VIII. OTHER:**

Ms. Marcotte distributed copies of different sample templates she might use to develop a 5 Year Plan. She pointed out the extent of the level of detail that differs on each sample. She said the level of detail was up to their discretion.

Mr. Persano said he'd like to see more detail on State revenue. Mr. Parker added he'd like to see a break-out of State Funding sources. Mr. Krasinski suggested adding Capital Projects. Ms. Marcotte informed members that would be under the Town General Fund. She asked for their preference on debt service. She suggested rather than by project (too many), instead she would group debt service by category - Town, BOE, and Library. Members agreed with this option.

Moving to revenues, Mr. Krasinski questioned Mill rate to be used, and the growth of the Grand List. He suggested using the prior 2 years Grand List info to develop. Ms. Marcotte suggested using 0.50%.

**IX. ADJOURNMENT:**

*A motion was then made by Mr. Parker to adjourn the October 25, 2010, Board of Finance Regular meeting at 8:30 pm; seconded by Mr. Mazzoli, and unanimously voted as approved.*

Respectfully submitted,

Kimberly E. Dombek, Recording Secretary

MINUTES ARE NOT OFFICIAL UNTIL APPROVAL AT A SUBSEQUENT MEETING.