

**TOWN OF SOMERS
BOARD OF FINANCE
REGULAR MEETING MINUTES
MONDAY, DECEMBER 19, 2011
Selectman's Conference Room 7:00 P.M.**

I. CALL TO ORDER:

Jim Persano called the meeting to order at 7:00 p.m. Members: Chairman, Jim Persano, Michael Parker, Joseph Tolisano and Steve Krasinski were present and constituted a quorum. Marilyn Pronovost joined the meeting at 7:15. Also present Town CFO, Kim Marcotte and Bill Boutwell, Business Manager for Somers Public Schools.

II. BOARD OF EDUCATION UPDATE:

Mr. Boutwell informed the BOF that the Board of Education will present their Capital and Long Range Plan at the January 23, 2012 BOF meeting. On January 9, 2012 the Superintendent will present their budget to the BOE

Mr. Krasinski inquired about the roofs on the school buildings. Mr. Boutwell gave a brief review of their condition. Details on the repair and replacement of school building roofs will be contained in the BOE CIP and Long Range Plan.

III. SELECTMAN'S UPDATE:

Ms. Marcotte presented the Selectman's update.

Storm Alfred - The \$700,000 Supplemental Appropriation to begin addressing the cost of Storm Alfred was approved at the Town Meeting on 12/13/2011. A revised cost estimate for the debris cleanup was distributed. The right of way road side debris pickup has been completed. There will be some additional road side pickup costs related to the continuing tree trimming. The initial brush grinding occurred at Field Road and the Transfer Station. The Transfer Station will continue to accept storm brush at no charge through the end of the month. The Town will be going out to bid again for final brush grinding. Once the final bills have been received another supplemental appropriation will need to be made. Mr. Parker recused himself from the debris removal discussion due to a possible conflict of interest. Mr. Krasinski asked about the debris being staged the field behind the fire department. This debris is being moved this week to the Field Road Park for grinding with the other road side debris being staged there.

Transfer Station – In an effort to save money, the BOS approved a reduction in the number of hours of operation at the Transfer Station at their meeting on 12/15/2011. Effective January 1, 2012 the Transfer Station hours of operation will be Wednesdays 7:30 AM to 3:00 PM and Saturdays 8:30 AM to 4:30 PM. Mr. Krasinski requested the savings analysis be provided to the BOF.

IV. DISTRIBUTION OF FY2011 AUDIT DRAFT:

Ms. Marcotte distributed the draft of the FY2011 audit. There is an audit review meeting with CCR on Wednesday 12/22/2011 at 9:00 AM in the Selectman's conference room. Ms. Marcotte provided some of the significant highlights from the audit. Ms. Marcotte advised the BOF that Town's current audit firm CCR has been purchased by the accounting firm Grant Thornton. The Town will be doing a bid for audit services in the upcoming month. The BOF will handle the review and selection. No subcommittee will be formed.

V. MINUTES APPROVAL:

Mr. Tolisano recommended the removal of the sentence 'Selectman Devlin attended the Petit Foundation Award Ceremony.' from the BOE update in the November 28, 2011 Regular Meeting minutes as it did not pertain. Additionally the motion to adjourn was made by Mr. Persano not Ms. Marcotte.

Mr. Parker made a motion to approve the minutes of the November 28, 2011 Regular Meeting as amended, seconded by Mr. Tolisano and unanimously voted as approved.

VI. TRANSFERS AND APPROPRIATIONS:

<u>Transfer/ Appropriation</u>	<u>Department</u>	<u>To Account</u>	<u>From Account</u>	<u>Amount</u>	<u>Description</u>
1. Transfer	Tax	Advertising	Postage	\$ 107	Cost of Legal Notices
2. Transfer	Library	Building Maintenance	Heat	\$ 2,000	Unanticipated HVAC expenses
3. Transfer	Fire Marshall	Uniforms	Postage	\$ 50	Uniform expense

A motion was made by Mr. Tolisano to approve the transfers as presented; seconded by Mr. Parker and unanimously voted as approved.

VII. CORRESPONDENCE:

Mr. Persano received a letter from the Somers Lacrosse Association. As the BOF is not involved in the operational management of the Town or Board of Education, Mr. Persano requested a letter be sent to the Somers Lacrosse Association to advise them that their letter is being forwarded to the Board of Selectmen and Board of Education without comment.

VIII. OTHER:

WPCA Sewer and Water Funds - Mr. Krasinski distributed the Somers WPCA loan status report (report attached). This information has been reviewed with Mr. Botellio of the WPCA. The Water Fund's loan obligation can be satisfied without the payment of fire protection money. No fire protection money will be remitted to the Water Fund beyond what has already been paid. The WPCA approved the remittance of \$265,000 towards the Water Fund loan obligation of \$329,886 that is held by the General Fund. Ms. Marcotte informed the BOF that the money has been transferred from the Water Fund to the General

Fund. A discussion on future water connection fee payments and monitoring of the Water Fund ensued. It was agreed that all future money generated by the water connection fee would go to the General Fund with the money being transferred to the General Fund at least semi-annually. A report of all WPCA Funds including payments and balance due to the Town will be presented to the BOF at their July and January meetings.

A motion was made by Mr. Tolisano to suspend fire protection payments to the WPCA Water Fund. This suspension is for any payments beyond the \$42,800 already received by the WPCA; seconded by Jim Persano and unanimously voted as approved.

A motion was made by Mr. Tolisano to make the recommendation to the WPCA that they reflect in their minutes the agreement that all future income generated from the water connection fee will go to the General Fund; seconded by Mr. Parker and unanimously voted as approved.

The BOF acknowledged the excellent work that Mr. Krasinski has done in researching this matter and bringing it to an agreeable conclusion.

BOE and Town Capital Needs Funding – Mr. Persano initiated a preliminary discussion on funding alternatives to meet some of the capital needs of the Town and BOE other than through the annual appropriation to the Capital Fund which has been at \$300,000 for the past several years. Options will be investigated and discussed at a future meeting.

IX. ADJOURNMENT:

A motion was made by Mr. Persano to adjourn the November 28, 2011 Board of Finance Regular meeting at 8:05 p.m. and was seconded by Mr. Tolisano and unanimously voted as approved.

Respectfully submitted,

Kimberly Marcotte

THESE MINUTES ARE NOT OFFICIAL UNTIL ACCEPTED AT A SUBSEQUENT MEETING