

**TOWN OF SOMERS
BOARD OF FINANCE
SPECIAL MEETING MINUTES
Monday, August 4, 2014
7:00pm
Lower Level Conference Room**

1. CALL TO ORDER:

The meeting was called to order at 7:00pm by Chairman Jim Persano.

2. MEMBERS PRESENT:

Finance Members present included Chairman Jim Persano, and Members Mike Parker, Tim Geib and Joe Tolisano. Also present were First Selectman Lisa Pellegrini, Selectman Bud Knorr and CFO Mike Marinaccio.

3. Transfers/Appropriations:

Before submitting year end transfers for review and approval CFO Mike Marinaccio presented a Preliminary Analysis of Fiscal 2014 Yearend as of August 4, 2014. Additional revenues collected totaled \$632,232 or 2.2% over budget. The primary drivers included \$292,775 in Mohegan Pequot Funds, \$177,198 in PILOT funding and \$142,559 in Misc. Grants/State Payments. Property taxes had a variance of \$14,791 and there were \$135,187 in unexpended funds. The primary drivers included \$24,387 in Health Insurance Premiums, \$59,655 in BOE Special Ed and \$20,000 in Contingency. As of August 4, 2014 the General Fund Impact was an additional \$767,419. (See attached.)

Transfers/Appropriations:

Department: Fire Marshal

Transfer To:

Fire System Maintenance	100-2010-020-0432-5-00	525.00
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Transfer From:

Fire Investigator	100-2010-020-0130-5-00	525.00
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Department: Selectman

Transfer To:

Advertising	100-0010-010-0540-5-00	70.54
Mileage	100-0010-010-0580-5-00	410.51
Other	100-0010-010-0890-5-01	<u>363.46</u>
		844.51

Transfer From:

Economic Development	100-0010-010-0590-5-01	844.51
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Department: Registrar

Transfer To:

Equipment Maintenance	100-0035-010-0432-5-00	\$700.00
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Transfer From:		
Training	100-0035-010-0322-5-00	\$700.00

Department: Selectman

Transfer To:		
New Equipment & Supplies	100-0010-010-0730-5-00	\$3,684.50

Transfer From:		
Insurance	100-0010-010-0521-5-00	\$3,684.50

Department: Finance

Transfer To:		
Regular Salaries	100-0010-010-0110-5-00	4,828.00
Regular Salaries	100-0011-010-0110-5-00	5,101.00
Regular Salaries	100-0012-010-0110-5-00	2,307.00
Regular Salaries	100-0013-010-0110-5-00	1,740.00
Regular Salaries	100-0015-010-0110-5-00	2,274.00
Regular Salaries	100-0021-010-0110-5-00	3,239.00
Regular Salaries	100-0023-010-0110-5-00	2,220.00
Regular Salaries	100-2010-020-0120-5-00	557.00
Regular Salaries	100-2016-020-0110-5-00	4,696.00
Dog Warden Salaries	100-2017-020-0120-5-00	346.00
Part Time Police	100-2017-020-0120-5-01	1,560.00
Police Clerical PT	100-2017-020-0120-5-02	562.00
Regular Salaries	100-3015-030-0110-5-00	16,560.00
PT Temp Salaries	100-3015-030-0110-5-04	576.00
Regular Salaries	100-4019-040-0110-5-00	2,134.00
Regular Salaries	100-5021-060-0110-5-00	7,771.00
Human Services Salaries	100-5100-070-0110-5-00	1,997.00
Drivers – Part Time	100-5135-070-0120-5-00	795.00
		<u>\$59,263.00</u>

Transfer From:		
Town Hall Salaries	100-0010-010-0171-5-00	\$59,263.00

End of Year Transfers:

<u>Account Name</u>	<u>Account Number</u>	<u>Amount</u>
Transfer To:		
<u>Finance</u>		
Regular Salaries	100-0011-010-0110-5-00	\$26,897.57
Software & Development	100-0011-010-0334-5-00	\$22.38
Supplies	100-0011-010-0612-5-00	\$748.01
Dues & Seminars	100-0011-010-0810-5-00	\$95.91
		<u>\$27,763.87</u>
<u>Town Clerk</u>		
Regular Salaries	100-0012-010-0110-5-00	\$0.02

Vital Statistics	100-0012-010-0339-5-00	\$12.00
		\$12.02

Tax Collector

Regular Salaries	100-0013-010-0110-5-00	\$3,375.32
QD Computer Service	100-0013-010-0334-5-00	\$4,890.43
Printing & Supplies	100-0013-010-0551-5-00	\$1,685.58
Dues & Seminars	100-0013-010-0810-5-00	\$68.00
		\$10,019.33

Assessor

Regular Salaries	100-0015-010-0110-5-00	\$1,156.00
Printing & Supplies	100-0015-010-0551-5-00	\$102.37
		\$1,258.37

I.T.

Technology Services	100-0017-010-0334-5-01	\$906.21
		\$906.21

Employee Benefits

Social Security	100-0019-010-0220-5-00	\$11,643.96
Pension – Actuary	100-0019-010-0230-5-00	\$4,240.00
Pension - Town/Fire	100-0019-010-0230-5-01	\$18,278.43
Worker's Compensation	100-0019-010-0521-5-00	\$2,117.00
		\$36,279.39

Land Use

Supplies	100-0021-010-0612-5-00	\$29.47
		\$29.47

Building, Planning, ZBA

Regular Salaries	100-0023-010-0110-5-00	\$0.01
Advertising	100-0025-010-0540-5-00	\$394.77
Clerical Help	100-0027-010-0130-5-00	\$183.50
Advertising	100-0027-010-0540-5-00	\$234.56
		\$812.84

Conservation

Land Services	100-0029-010-0335-5-00	\$36.00
		\$36.00

Board of Finance

Audit	100-0034-010-0331-5-00	\$3,778.00
Town Report	100-0034-010-0550-5-01	\$374.42
		\$4,152.42

Fire Marshall

Regular Salaries	100-2010-020-0120-5-00	\$781.51
		\$781.51

Fire Department

Regular Salaries	100-2016-020-0110-5-00	\$299.79
Training	100-2016-020-0322-5-00	\$44.78
Health Services	100-2016-020-0333-5-00	\$805.00
Technology Services	100-2016-020-0334-5-00	\$2,775.00
Radio Maintenance	100-2016-020-0432-5-01	\$66.06

Vehicle Maintenance	100-2016-020-0433-5-00	\$670.96
Cell Tower Rental	100-2016-020-0531-5-00	\$129.75
Postage	100-2016-020-0535-5-00	\$63.63
Building Maintenance	100-2016-020-0614-5-00	\$4,172.88
Personal Protective	100-2016-020-0616-5-01	\$80.83
Heat	100-2016-020-0624-5-00	\$780.97
Vehicle Fuel	100-2016-020-0626-5-00	\$3,348.66
Paid Uniform Purchase	100-2016-020-0650-5-00	\$2,054.22
Laundry	100-2016-020-0650-5-01	\$80.20
New Equipment	100-2016-020-0730-5-00	\$213.72
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		\$15,586.45

Police

Dog Warden Salary	100-2017-020-0120-5-00	\$416.80
Police Administrator	100-2017-020-0120-5-03	\$2,692.31
Shift Premium	100-2017-020-0151-5-00	\$322.00
State Police	100-2017-020-0339-5-00	\$2,903.36
Equipment Maintenance	100-2017-020-0432-5-00	\$88.50
Electric – Police	100-2017-020-0622-5-00	\$608.92
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		\$7,031.89

Civil Prep

Civil Prep	100-2029-020-0890-5-00	\$609.63
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		\$609.63

DPW

Equipment Maintenance	100-3010-010-0432-5-00	\$432.50
Utilities	100-3010-010-0622-5-00	\$31,160.82
Regular Salaries	100-3015-030-0110-5-00	\$1,752.93
PT Temp Salaries	100-3015-030-0110-5-04	\$42.59
Overtime	100-3015-030-0110-5-05	\$1,119.01
Health Services	100-3015-030-0333-5-00	\$94.00
Uniforms	100-3015-030-0650-5-00	\$815.90
Equipment & Supplies	100-3018-030-0433-5-00	\$5,852.39
Electricity	100-3019-070-0622-5-00	\$129.55
Landfill Operating	100-3034-040-0421-5-01	\$4,468.57
Waste Disposal	100-3034-040-0421-5-04	\$6,187.40
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		\$52,055.66

WPCA

Legal – WPCA	100-4019-040-0332-5-00	\$46.36
Engineering Consultant	100-4019-040-0339-5-00	\$1,300.00
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		\$1,346.36

Ambulance

Technology Services	100-4124-020-0334-5-00	\$110.00
Equipment Maintenance	100-4124-020-0432-5-00	\$100.00
Radio Maintenance	100-4124-020-0432-5-01	\$91.64
Medical Supplies	100-4124-020-0616-5-00	\$1,672.32
New Pager Purchase	100-4124-020-0730-5-01	\$131.50
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		\$2,105.46

Library

Services	100-5021-060-0334-5-00	\$0.20
Heat	100-5021-060-0624-5-00	\$5,222.28
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		\$5,222.48

Recreation

Regular Salary	100-5130-070-0110-5-00	\$11,150.98
Water/Sewer	100-5130-070-0411-5-00	\$35.50
Oil	100-5130-070-0624-5-00	\$4,859.78
Food/Food Related	100-5130-070-0630-5-00	\$81.86
Director Senior Trans.	100-5135-070-0110-5-00	\$154.04
Drivers - Part Time	100-5135-070-0120-5-00	\$1,754.52
Fuel	100-5135-070-0626-5-00	\$2,015.57
Supplies	100-5140-010-0612-5-00	\$143.61
Summer Camp Payroll	100-9098-090-0130-5-01	\$8,024.63
Small Fry Camp Payroll	100-9098-090-0130-5-02	\$1,333.76
Summer Camp Self-Support	100-9098-090-0619-5-00	\$2,160.01
Rec Self Support	100-9098-090-0890-5-00	\$452.18
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		\$32,166.44

Miscellaneous

BOE Accounts Payable	100-7023-000-0431-5-02	\$330,772.60
Police Services	100-9099-090-0890-5-04	\$66,035.17
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		\$396,807.77

<u>Grand Total</u>		<u>\$594,983.57</u>
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<u>Account Name</u>	<u>Account Number</u>	<u>Amount</u>
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Transfer From:

Separation Payout	100-0010-010-0171-5-02	\$22,323.57
Legal Services	100-0010-010-0332-5-00	\$5,440.30
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		\$27,763.87
Computer Data Processing	100-0012-010-0334-5-00	\$12.02
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		\$12.02
Town Hall Salaries	100-0010-010-0171-5-00	\$10,019.33
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		\$10,019.33
Town Hall Salaries	100-0010-010-0171-5-00	\$1,156.00
Dues & Seminars	100-0015-010-0810-5-00	\$102.37
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		\$1,258.37
Copying	100-0017-010-0551-5-00	\$906.21
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		\$906.21
Health Insurance	100-0019-010-0210-5-00	\$24,386.96
Life & Disability	100-0019-010-0214-5-00	\$5,828.64

Unemployment	100-0019-010-0250-5-00	\$5,659.00
Copying	100-0017-010-0551-5-00	<u>\$404.79</u>
		\$36,279.39
Dues & Seminars	100-0021-010-0810-5-00	<u>\$29.47</u>
		\$29.47
Advertising	100-0026-010-0540-5-00	\$782.25
Dues & Seminars	100-0026-010-0810-5-00	<u>\$30.59</u>
		\$812.84
Dues & Seminars	100-0026-010-0810-5-00	<u>\$36.00</u>
		\$36.00
Postage	100-0010-010-0535-5-00	\$3,714.10
Supplies	100-0012-010-0612-5-00	<u>\$438.32</u>
		\$4,152.42
Public Education	100-2010-020-0320-5-00	<u>\$781.51</u>
		\$781.51
<u>Grand Total</u>		<u>\$594,983.57</u>

Mr. Tolisano made a motion to accept the above listed transfers, seconded by Mr. Geib. All others approved and the motion passed.

4. CIP Update:

Mr. Parker stated that the School Business Manager had submitted the school project numbers for bonding. He requested that the CFO coordinate with bond counsel for the upcoming bond package.

5. Adjournment:

A motion was made by Mr. Parker to adjourn the meeting at 7:32pm, seconded by Mr. Geib. All others approved and the meeting was adjourned.

Respectfully Submitted by,
Lisa Pellegrini-Recording

Minutes are not official until accepted at a subsequent meeting.

Town of Somers
Preliminary Analysis - Fiscal 2014 Yearend
as of August 4, 2014

Description	Amount
Revenue	
Additional Revenues Collected	\$ 632,232
Percent Over Budget	2.2%
Drivers	
- Mohegan Pequot	\$ 292,775
- PILOT	\$ 177,198
- Misc. Grants/ State Payments	\$ 142,559
	<u>\$ 612,532</u>
Property Taxes	
- Budgeted	\$ 19,415,280
- Collected 99.9%	\$ 19,400,489
- Variance	\$ 14,791
Expense	
Unexpended Funds	\$ 135,187
Percent Under Budget	0.5%
Drivers	
- Health Insurance Premiums	\$ 24,387
- BOE Special Ed	\$ 59,655
- Contingency	\$ 20,000
	<u>\$ 104,042</u>
General Fund Impact	\$ 767,419