

**TOWN OF SOMERS
BOARD OF FINANCE
SPECIAL MEETING MINUTES
August 11, 2015
7:00 PM
LOWER LEVEL CONFERENCE ROOM**

1. Call To Order

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

2. Members Present

In attendance were Chairman Jim Persano, Tom Mazzoli, Michael Parker, Tim Geib and Joe Tolisano. Also in attendance was CFO Michael Marinaccio.

3. Fiscal 2015 Year End Budget Update

Michael Marinaccio presented to the Board, a preliminary analysis of the Fiscal 2015 Year End Budget. The Town collected \$496,690 in revenue over budget. The main drivers of this were Town Clerk Fees, Police Services, and Property Taxes. The Town's expense budget came in \$563,410 under budget also. This was in part to the BOE returning \$24,272, and Debt Service costs being offset by the premium received at issuance. At this time, the Town is estimating to return \$1,060,100 to the General Fund Balance.

At the beginning of Fiscal Year 2015, the Town's Audited Unassigned Fund Balance was \$5,624,179. The Town appropriated \$524,984 to the Fiscal Year 2016 Budget. The \$1,060,100 return to the Fund Balance would bring the Town's Unaudited Unassigned Fund Balance to \$6,159,295, an increase of \$535,116 over the beginning balance.

4. CIP Update

Michael Marinaccio presented an update of Capital Project through July 31, 2015. All bond projects are on track. The Ambulance purchase came in \$5,730 over budget. The original budget assumed the transfer of equipment from the old ambulance into the new, however when the ambulance was totaled, the equipment was determined to be inoperable and had to be replaced. An insurance settlement of \$10,217 was given to the Town for the equipment and this money was used to offset the overage cost of the new equipment in the new ambulance.

Michael Marinaccio informed the Board that all of the vehicles approved at the beginning of the year had been delivered with the exception of the Fire Marshall Truck and the Fire Department Pick-Up. Both were delayed but are expected to be delivered in the next month.

At the beginning of Fiscal Year 2016, the Capital Projects Fund had an available balance of \$589,022. With the Town's Fiscal Year 2016 contribution of \$200,000, the available capital projects fund balance is \$789,022. Discussion of fund appropriations for projects will happen at the next CIP meeting, scheduled for September 10, 2015.

5. Transfers/Appropriations

The following transfers were presented to the Board for their approval in balancing the Fiscal Year 2015 final budget.

Town of Somers Year End Transfers Fiscal Year 2015

To: Selectman

Regular Salaries	2,272.25
Separation Payout	21,498.41
Land & Building Services	9,347.00
Mileage	675.27
New Equipment	755.76
Dues & Seminars	1,023.03
Other	<u>6,281.32</u>
Total	41,853.04

Finance

Temp Tax Salaries	2,811.73
Consulting	5,015.34
Supplies	<u>250.03</u>
Total	8,077.10

Town Clerk

Vital Statistics	60.00
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From: Selectman

Office Supplies	737.96
Postage	5,118.58
Insurance (P&L)	18,984.00
Legal Services	<u>17,012.50</u>
Total	41,853.04

Finance

Regular Salaries	<u>8,077.10</u>
Total	8,077.10

Town Clerk

Advertising - Elections	272.55
Supplies	<u>691.45</u>
Total	1,024.00

Tax Collector

Regular Salaries	135.86
QD Computer Service	456.50
Printing & Supplies	<u>267.24</u>
Total	859.60

Assessor

Computer Service	<u>2,975.00</u>
Total	2,975.00

Information Technology

Copying	<u>3,302.41</u>
Total	3,302.41

Employee Benefits

Life & Disability	5,423.70
Pension - Actuary	<u>2,290.00</u>

Regular Salaries	<u>1,024.00</u>
Total	1,024.00

Tax Collector

Dues & Seminars	228.92
Advertising	<u>630.68</u>
Total	859.60

Assessor

Regular Salaries	1,498.95
Advertising	250.00
Printing & Supplies	575.98
Dues & Seminars	476.00
Information Technology	
Internet & Comm.	<u>174.07</u>
Total	2,975.00

Information Technology

Technology Supplies	<u>3,302.41</u>
Total	3,302.41

Employee Benefits

Health Insurance	<u>7,713.70</u>
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Total 7,713.70

Building

Salaries 173.30

Total 173.30

Planning

Clerical 283.50

Advertising 2,023.54

Total 2,307.04

Zoning Board

Advertising 665.83

Total 665.83

Conservation

Clerical 125.25

Total 125.25

BOA Appeals

Advertising 2.31

Total 2.31

Elections

Elections - Temporary 583.63

Printing 287.37

Supplies 176.03

Total 1,047.03

Total 7,713.70

Building

Dues & Seminars 173.30

Total 173.30

Land Use

Regular Salaries 2,307.04

Total 2,307.04

Land Use

Regular Salaries 665.83

Total 665.83

Conservation

Supplies 125.25

Total 125.25

Conservation

Other 2.31

Total 2.31

Board of Finance

Audit 1,047.03

Total 1,047.03

Fire Marshall

Regular Salaries	965.75
Memberships & Dues	<u>95.50</u>
Total	1,061.25

Fire Department

Overtime	2,411.12
Chief Salary	4,000.00
Training	1,160.42
Health Services	388.02
Equip. Maintenance	1,363.54
Radio Maintenance	506.20
Vehicle Maintenance	4,442.60
Cell Tower Rental	330.18
Postage	26.50
Heat	9,876.92
Uniforms	29.28
Laundry	<u>19.08</u>
Total	24,553.86

Police Department

FT Salary	64.61
Administrator	80.77

Fire Marshall

Fire Investigator	<u>1,061.25</u>
Total	1,061.25

Fire Department

Regular Salaries	4,701.63
FD Stipend	3,612.00
Building Maintenance	4,743.11
Gas Allowance	2,526.00
Vehicle	2,830.51
Fuel	
Tech Services	21.31
Pager Maintenance	200.00
Printing & Supplies	467.18
Personal Protective	100.21
Hose	703.00
Ladders	31.47

Fire Marshall

Fire Investigator	2,718.79
Fire System Maintenance	<u>1,898.65</u>
Total	24,553.86

Police Department

Overtime	733.66
Training	3,270.03
Electric	<u>666.13</u>
Total	4,815.20

Municipal Facilities

Building Maintenance	35,506.12
Utilities	<u>1,935.11</u>
Total	37,441.23

Public Works

Overtime	34,851.52
Uniforms	861.08
Training	<u>450.00</u>
Total	36,162.60

Highway

Equip. Maintenance	46,672.54
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Part-Time Police	<u>4,815.20</u>
Total	4,815.20

Municipal Facilities

Fire Protection	7,418.20
Electric	13,854.15

Police Department

State Police	<u>16,168.88</u>
Total	37,441.23

Public Works

Regular Salaries	5,490.00
PT Temp Salaries	11,502.19
Stormwater Monitoring	4,447.50

Police Department

State Police	<u>14,722.91</u>
Total	36,162.60

Miscellaneous Contingenc y	20,000.00
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State Licenses	7,500.00
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Debt Service

Interest	56,794.19
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Employee Benefits

Road Maintenance	69,584.22
Vehicle Fuel	<u>6,157.06</u>
Total	122,413.82

Parks

Rec. Maintenance	<u>4,528.43</u>
Total	4,528.43

Transfer Station

Test Well Monitoring	3,007.00
Landfill Operating	11,709.82
Bulky Waste Disposal	<u>350.63</u>
Total	15,067.45

WPCA

Regular Salaries	166.62
Legal - WPCA	<u>119.80</u>
Total	286.42

Ambulance

Training	1,581.97
Vehicle Maintenance	8,013.70
Oxygen	<u>267.92</u>
Total	9,863.59

Library

Services	150.00
Equipment Maintenance	

Pension Town/Fire	53,238.19
Health Insurance	<u>12,381.44</u>
Total	122,413.82

Parks

Equipment Maintenance	<u>4,528.43</u>
Total	4,528.43

Transfer Station

Waste Disposal	<u>15,067.45</u>
Total	15,067.45

WPCA

Engineering Consultant	<u>286.42</u>
Total	286.42

Employee Benefits

Health Insurance	<u>9,863.59</u>
Total	9,863.59

Library

Regular Salaries	18,975.10
Electricity	

	96.12
Building Maintenance	20,469.54
Heat	<u>2,908.00</u>
Total	23,623.66

Recreation

Publications	<u>57.12</u>
Total	57.12

Senior Services

Program/Events	673.69
Oil	<u>2,888.82</u>
Total	3,562.51

Senior Transportation

Director Services	<u>188.11</u>
Total	188.11

Recreation SS

SC Payroll	19.34
SC Self Support	<u>1,030.36</u>
Total	1,049.70

Miscellaneous

Police Services	<u>47,554.71</u>
Total	47,554.71

	1,000.90
Books	3,266.82
Automated Services	<u>380.84</u>
Total	23,623.66

Recreation

Supplies	<u>57.12</u>
Total	57.12

Senior Services

Electricity	<u>3,562.51</u>
Total	3,562.51

Senior Transportation

Materials/Supplies	<u>188.11</u>
Total	188.11

Recreation SS

Small Fry Camp Payroll	<u>1,049.70</u>
Total	1,049.70

Police Department

State Police	<u>47,554.71</u>
Total	47,554.71

Total Transfers 402,355.27

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Tom Mazzoli moved to approve the transfers as listed, seconded by Tim Geib. There was no discussion and a unanimous decision followed.

6. Adjournment

Tom Mazzoli moved to adjourn at 7:09 pm, seconded by Tim Geib. There were no further discussions and a unanimous decision followed.

Respectfully Submitted,

Brian Wissinger

MINUTES ARE NOT OFFICIAL UNTIL APPROVAL AT A SUBSEQUENT MEETING