TOWN OF SOMERS
BOARD OF FINANCE MINUTES
SPECIAL MEETING
AUGUST 03, 2011
FIRST SELECTMAN'S CONFERENCE ROOM – 7:00 pm

CALL TO ORDER:

Jim Persano called the special meeting of the Board of Finance to order at 7:15 PM. Members: Michael Parker, Tom Mazzoli, George Warner and Marilyn Pronovost were present and constituted a quorum. Also present Selectman Kathy Devlin and Town CFO, Kim Marcotte.

SELECTMAN UPDATE:

Kathy Devlin updated the Board of Finance on the following:

Town Pension Plan revision: The Board of Selectmen voted to revise the Town Pension Plan covering the Non-Union employees effective September 1, 2011. Group and individual meeting were held with the employees. Those who wish to retire under the current plan provisions must do so by August 31, 2011.

Phone System: The Board of Selectmen has contracted with US Communications to install the new phone system for the Town. They will be coordinating with Cox Communications and Whalley Computers on the implementation.

Solar Panel project – roof membrane: The solar panel project at Somers Elementary is underway with the prepping of the roof and installation of the membrane underway. Racking and solar panels will be installed once the roof membrane had cured. The cost of the roof membrane is funded through CIP.

Municipal Brush Control Agreement: The Town has entered into an agreement with CL&P along with the Towns of Vernon and Coventry where CL&P will purchase the roadside mower equipment to be shared between the 3 towns. This reduces the impact on the Town's CIP budget.

MINUTES APPROVAL (June 27, 2011):

Mr. Persano asked members for comments or corrections on 3/28/11 BOF Minutes. None were brought forth.

A motion was made by Mr. Warner to approve the 6/27/11 Minutes of the Regular Meeting as written; seconded by Mr. Persano, and unanimously voted as approved.

TRANSFERS and APPROPRIATIONS:

Mr. Parker led the discussion on the allocation of the CIP funding. This included how the Board of Finance wants to handle the distribution of available CIP money. With the exception of the lease obligations the CIP funding for FY2012 was allocated to the unallocated account at budget adoption. CIP projects are to have a designation of 'A' for projects that are contained in the 5 year CIP plan and are considered, over time, to be recurring expenses such as the replacement of equipment. A designation of 'B' is for new projects which have never before been brought before the Board of Finance for CIP funding. A designation of 'C' would be for special projects such as major school renovations or roofs. A designation of 'D' signifies CIP funding that is designated for projects other than those in categories A to C. The Board of Finance anticipates allocating a percentage of the annual CIP funding to be used on projects at the discretion of the Town and Board of Education.

Ms. Marcotte presented the following transfers and appropriations:

	Transfer/ Appropriation	Dept.	Amount	From Account	To Account	Explanation
1	Transfer FY2011	Selectman CIP	$0.60	Technology-Town	Unallocated CIP	Consolidate CIP balances
			$45.00	Mini Pumper		
			$3,096.78	Tanker Truck		
			$373.50	FEMA grant		
			$118.70	Fire hoses		
			$900.00	Pickup w/ plow		
			$1,152.85	Dump w/ plow		
			$1,155.84	Dump Truck		
			$1,311.92	Dump w/ Sander		
			$3,339.51	DPW Pickup truck		
			$1,693.00	Tractor BOE		
			$0.04	Technology – BOE		
			$3.23	Applied Engineering		

A motion was made by Ms. Pronovost to approve the above listed Appropriation; seconded by Mr. Mazzoli, and then unanimously voted as approved.

2	Transfer	Selectman CIP	$9,000.00	Unallocated CIP	SCBA air bottles	CIP funding allocation
	FY2012		$36,000.00		Dump Truck w/ wing plow	
			$65,000.00		Discretionary Board of Education	
			$65,000.00		Discretionary Town	

A motion was made by Mr. Parker to approve the above listed Appropriation; seconded by Mr. Persano, and unanimously voted as approved.

3	Appropriation FY2012	Selectman CIP	$22,070.00	LOCIP revenue	Bus Barn	LOCIP funding to be used for the demolition of dangerous building and to fix parking lot.

A motion was made by Mr. Mazzoli to advance the above listed Appropriation to Town Meeting for approval; seconded by Mr. Parker and unanimously voted as approved.

4	Transfer FY2012	Parks	$1,000.00	Grounds Maintenance	Field Marking	Field marking

						costs

A motion was made by Mr. Persano to approve the above listed Appropriation; seconded by Mr. Mazzoli, and unanimously voted as approved.

5	Transfer FY2011	Town Clerk	$400.00 $500.00	Supplies Codification	Data Processing	Vital records costs

A motion was made by Mr. Mazzoli to approve the above listed Appropriation; seconded by Mr. Parker, and unanimously voted as approved.

6	Transfer FY2011	Town Clerk	$100.00	Postage	Vitals	Vital records costs

A motion was made by Mr. Mazzoli to approve the above listed Appropriation; seconded by Mr. Parker, and unanimously voted as approved.

7	Transfer FY2011	Public Works	$2,000.00	Building Maintenance	Town Hall Maintenance	building maintenance

A motion was made by Mr. Mazzoli to approve the above listed Appropriation; seconded by Mr. Parker, and unanimously voted as approved.

8	Transfer FY2011	Selectmen	$31,107.54	Various Selectmen accounts	Various Selectmen accounts	End of year account balancing

A motion was made by Mr. Mazzoli to approve the above listed Appropriation; seconded by Mr. Parker, and unanimously voted as approved.

9	Transfer FY2011	Treasurer	$856.74	Various Treasury accounts	Various Treasury accounts	End of year account balancing

A motion was made by Mr. Mazzoli to approve the above listed Appropriation; seconded by Mr. Parker, and unanimously voted as approved.

10	Transfer FY2011	Town Clerk	$587.50	Various Town Clerk accounts	Various Town Clerk accounts	End of year account balancing

A motion was made by Mr. Mazzoli to approve the above listed Appropriation; seconded by Mr. Parker, and unanimously voted as approved.

11	Transfer FY2011	Tax Collector	$351.12	Various Tax Collector accounts	Various Tax Collector accounts	End of year account balancing

A motion was made by Mr. Mazzoli to approve the above listed Appropriation; seconded by Mr. Parker, and unanimously voted as approved.

12	Transfer FY2011	Assessor	$461.48	Various Assessor accounts	Various Assessor accounts	End of year account balancing

A motion was made by Mr. Mazzoli to approve the above listed Appropriation; seconded by Mr. Parker, and unanimously voted as approved.

13	Transfer FY2011	Building	$165.41	Various Building accounts	Various Building accounts	End of year account balancing

A motion was made by Mr. Mazzoli to approve the above listed Appropriation; seconded by Mr. Parker,

and unanimously voted as approved.

14	Transfer FY2011	Highway	$4,248.39	Various Highway accounts	Various Highway accounts	End of year account balancing

A motion was made by Mr. Mazzoli to approve the above listed Appropriation; seconded by Mr. Parker, and unanimously voted as approved.

15	Transfer FY2011	Parks	$3,059.64	Various Parks accounts	Various Parks accounts	End of year account balancing

A motion was made by Mr. Mazzoli to approve the above listed Appropriation; seconded by Mr. Parker, and unanimously voted as approved.

16	Transfer FY2011	Transfer Station	$10,573.71	Various Transfer accounts	Various Transfer accounts	End of year account balancing

A motion was made by Mr. Mazzoli to approve the above listed Appropriation; seconded by Mr. Parker, and unanimously voted as approved.

17	Transfer FY2011	WPCA	$80.84	Various WPCA accounts	Various WPCA accounts	End of year account balancing

A motion was made by Mr. Mazzoli to approve the above listed Appropriation; seconded by Mr. Parker, and unanimously voted as approved.

18	Transfer FY2011	Library	$5,240.45	Various Library accounts	Various Library accounts	End of year account balancing

A motion was made by Mr. Mazzoli to approve the above listed Appropriation; seconded by Mr. Parker, and unanimously voted as approved.

19	Transfer FY2011	Senior Center	$4,851.34	Various Senior Ctr accounts	Various Senior Ctr accounts	End of year account balancing

A motion was made by Mr. Mazzoli to approve the above listed Appropriation; seconded by Mr. Parker, and unanimously voted as approved.

20	Transfer FY2011	Debt Service	$2.00	Various Debt Service accounts	Various Debt Service accounts	End of year account balancing

A motion was made by Mr. Mazzoli to approve the above listed Appropriation; seconded by Mr. Parker, and unanimously voted as approved.

21	Transfer FY2011	Conservation	$346.86	Various Conservation accounts	Various Conservation accounts	End of year account balancing

A motion was made by Mr. Mazzoli to approve the above listed Appropriation; seconded by Mr. Parker, and unanimously voted as approved.

22	Transfer FY2011	Recreation self support	$3,979.33	Various Recreation accounts	Various recreation accounts	End of year account balancing

A motion was made by Mr. Mazzoli to approve the above listed Appropriation; seconded by Mr. Parker, and unanimously voted as approved.						
23	Transfer FY2011	Miscellaneous	$400.04	Police Outside Services	Police DUI enforcement	End of year account balancing
A motion was made by Mr. Mazzoli to approve the above listed Appropriation; seconded by Mr. Parker, and unanimously voted as approved.						
24	Transfer FY2011	Fire Marshall	$18,128.15	Various Fire Marshall accounts	Various accounts	End of year account balancing
A motion was made by Mr. Mazzoli to approve the above listed Appropriation; seconded by Mr. Parker, and unanimously voted as approved.						
25	Transfer FY2011	Police	$18,587.19	Various Police accounts	Various accounts	End of year account balancing
A motion was made by Mr. Mazzoli to approve the above listed Appropriation; seconded by Mr. Parker, and unanimously voted as approved.						
26	Transfer FY2011	Fire Dept.	$22,439.89	Various Fire Dept. accounts	Various accounts	End of year account balancing
A motion was made by Mr. Mazzoli to approve the above listed Appropriation; seconded by Mr. Parker, and unanimously voted as approved.						
27	Transfer FY2011	Civil Preparedness	$4,555.67	Civil Preparedness	Road Maintenance	End of year account balancing
A motion was made by Mr. Mazzoli to approve the above listed Appropriation; seconded by Mr. Parker, and unanimously voted as approved.						

BOARD OF FINANCE MEETING (AUGUST 22, 2011):

A motion was made by Mr. Mazzoli to cancel the August 22, 2011, Board of Finance regular meeting; seconded by Mr. Warner, and unanimously voted as approved.

ADJOURNMENT:

A motion was made by Mr. Persano to adjourn the August 03, 2011, Board of Finance Special meeting at 8:15 PM; seconded by Ms. Pronovost, and unanimously voted as approved.

Respectfully submitted,

Kimberly Marcotte, CFO

MINUTES ARE NOT OFFICIAL UNTIL APPROVAL AT A SUBSEQUENT MEETING.