

**TOWN OF SOMERS
BOARD OF FINANCE
REGULAR MEETING AGENDA**

**Monday, November 25, 2013 at 7:00pm
Lower Level Conference Room**

- 1. Call to Order**
- 2. Members Present**
- 3. Introduction and welcome of Timothy Geib**
- 4. FY 2012-13 BOE budget results**
- 5. Update on BOE solar panels**
- 6. Approval of 2014 Meeting Schedule**
- 7. FY 2014-15 Preliminary Budget Guidance Discussion**
- 8. Informational Items and Updates**
 - Projects Approved in Bond Referendum**
 - Investment of Cash**
 - Grants**
- 9. Approval of Minutes**
 - 9/23/13 Regular BOF Meeting Minutes**
 - 11/4/13 Special BOF Meeting Minutes**
- 10. Other Business**
- 11. Adjournment**

Town of Somers
Board of Finance
Regular Meeting Schedule
2014

1/27/2014

2/24/2014

3/24/2014

4/28/2014

5/19/2014

(4th Monday in May is Memorial Day — meeting moved ahead one week)

6/23/2014

7/28/2014

No meeting in August

9/22/2014

10/27/2014

11/24/2014

12/22/2014

**Meetings begin at 7:00pm and are held in the
Somers Town Hall, Lower Level**

TOWN OF SOMERS
BOARD OF FINANCE
REGULAR MEETING

Monday, September 23, 2013 at 7:00PM

Lower Level Conference Room

I. CALL TO ORDER:

The meeting was called to order at 7:06PM by Chairman Jim Persano.

II. MEMBERS PRESENT

Finance Members present included Jim Persano, Steve Krasinski, Marilyn Provonost and Joe Tolisano. Also present were First Selectman Lisa Pellegrini, Selectman Kathy Devlin, CFO Glen O'Keefe and recording secretary Catherine Morrow. Town Engineer Jeffrey Bord was also present.

III. APPROVAL OF BOND REFERENDUM FLYER/MAILER:

The flyer/mailer was discussed. It is still in need of a final edit and Jim requested that all board of finance members be included in the close of the letter.

A motion was made by Chairman Persano to approve the bond referendum flyer/mailer with the aforementioned changes. Joe Tolisano seconded the motion and it was voted unanimously as approved.

IV. TRANSFERS/APPROPRIATIONS

The FY 2012-2013 Year End Transfers, as prepared by Lisa Pellegrini and CFO Glen O'Keefe were discussed. Deficits from twenty-two accounts were cleared in the transfer, including lagging invoices in road maintenance. Steve Krasinski asked why the item "license and permits" was increased by \$25,000 compared to last year- CFO Glen O'Keefe explained that of the permits were very large: fixing the church and the solar farm.

FY 2012-13 YEAR END TRANSFERS

Department: First Selectman

Transfer To:

ECONOMIC DEVELOPMENT	100-0010-010-0590-5-01	\$1,245.00
MEMORIAL DAY EXPENSE	100-0010-010-0590-5-03	<u>\$510.00</u>
		\$1,755.00

Transfer From:

TOWN HALL SALARIES	100-0010-010-0171-5-00	\$719.30
OTHER	100-0010-010-0890-5-01	<u>\$1,035.70</u>

\$1,755.00

Department: Town Clerk

Transfer To:

COMPUTER DATA PROCESSOR	100-0012-010-0334-5-00	\$89.77
CODIFICATION MAINTENANCE	100-0012-010-0439-5-00	<u>\$1,439.50</u>
		\$1,529.27

Transfer From:

VITAL STATISTICS	100-0012-010-0339-5-00	\$46.00
DUES & SEMINARS	100-0012-010-0810-5-00	\$100.00
POSTAGE	100-0012-010-0535-5-00	\$204.08
SUPPLIES	100-0012-010-0612-5-00	\$380.63
ADVERTISING - ELECTIONS	100-0012-010-0540-5-01	\$450.47
ADVERTISING	100-0012-010-0540-5-00	\$252.08
SOFTWARE & DEVELOPMENT	100-0011-010-0334-5-00	<u>\$96.01</u>
		\$1,529.27

Department: Information Technology

Transfer To:

TECHNOLOGY EQUIPMENT	100-0017-010-0734-5-00	\$1,388.24
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Transfer From:

COPYING	100-0017-010-0551-5-00	\$1,032.21
COMMUNICATIONS/TELEPHONE	100-0017-010-0531-5-00	<u>\$356.03</u>
		\$1,388.24

Department: Board of Finance

Transfer To:

BOF CLERICAL	100-0034-010-0130-5-00	\$143.00
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Transfer From:

BUDGET	100-0034-010-0550-5-00	\$143.00
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Department: Fire Department

Transfer To:

VEHICLE MAINTENANCE	100-2016-020-0433-5-00	\$10,962.73
RADIO & BATTERY PURCHASE	100-2016-020-0619-5-01	\$ 0.23
BUILDING MAINTENANCE	100-2016-020-0614-5-00	<u>\$7,091.50</u>
		\$ 18,054.46

Transfer From:

REGULAR SALARIES	100-2016-020-0110-5-00	\$4,274.39
PART TIME FIRE DEPT	100-2016-020-0120-5-00	\$617.16
FIRE DEPT AD&D	100-2016-020-0214-5-00	\$24.00

FIRE DEPT PENSION P	100-2016-020-0232-5-00	\$510.54
TRAINING	100-2016-020-0322-5-00	\$376.06
HEALTH SERVICES	100-2016-020-0333-5-00	\$225.00
EQUIPMENT MAINTENANANCE	100-2016-020-0432-5-00	\$5.86
CELL TOWER RENTAL	100-2016-020-0531-5-00	\$743.88
POSTAGE	100-2016-020-0535-5-00	\$100.71
PRINTING & SUPPLIES	100-2016-020-0551-5-00	\$195.39
PERSONAL PROTECTIVE	100-2016-020-0616-5-01	\$419.8
HEALTH SERVICES	100-2016-020-0333-5-00	\$225.00
EQUIPMENT MAINTENAN	100-2016-020-0432-5-00	\$5.86
CELL TOWER RENTAL	100-2016-020-0531-5-00	\$743.88
POSTAGE	100-2016-020-0535-5-00	\$100.71
PRINTING & SUPPLIES	100-2016-020-0551-5-00	\$195.39
PERSONAL PROTECTIVE	100-2016-020-0616-5-01	\$419.80
HEALTH & SAFETY	100-2016-020-0616-5-03	\$1,200.00
FOAM	100-2016-020-0616-5-04	\$140.00
GASOLINE ALLOWANCE	100-2016-020-0617-5-00	\$700.00
ELECTRICITY	100-2016-020-0622-5-00	\$1,503.18
HEAT	100-2016-020-0624-5-00	\$2,117.69
VEHICLE FUEL	100-2016-020-0626-5-00	\$638.93
PAID UNIFORM PURCHASE	100-2016-020-0650-5-00	\$207.13
NEW EQUIPMENT	100-2016-020-0730-5-00	\$2,532.22
EQUIPMENT REPLACEMENT	100-2016-020-0739-5-00	\$555.97
LEGAL-PLANNING	100-0025-010-0332-5-00	<u>\$966.55</u>
		\$18,054.46

Department: Police

Transfer To:

EQUIPMENT & SUPPLIES	100-2017-020-0619-5-00	\$895.40
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Transfer From:

LEGAL-PLANNING	100-0025-010-0332-5-00	\$895.40
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Department: Municipal Facilities

Transfer To:

BUILDING MAINTENANCE	100-3010-010-0431-5-00	\$1,447.85
FIRE PROTECTION/HYDRANT	100-3010-010-0411-5-00	\$2,696.48
UTILITIES - MUNICIPAL FACILITIES	100-3010-010-0622-5-00	<u>\$1,501.38</u>
		\$5,645.71

Transfer From:

HEAT - MUNICIPAL FACILITIES	100-3010-010-0624-5-00	\$5,491.17
WATER	100-3010-010-0619-5-00	<u>\$154.54</u>

\$5,645.71

Department: Highway

Transfer To:

ROAD MAINTENANCE	100-3018-030-0439-5-00	\$91,271.78
UNIFORMS	100-3018-030-0650-5-00	<u>\$354.90</u>
		\$91,626.68

Transfer From:

SUPPLIES - TOWN HALL MAINT	100-3010-010-0614-5-00	\$1,259.56
WATER	100-3010-010-0619-5-00	\$978.92
INSURANCE - P&L, W/C, BONDS	100-3010-010-0521-5-00	\$31,000.10
DEBT SERVICE	100-8031-100-0830-5-07	\$53,423.96
HEALTH INSURANCE	100-0019-010-0210-5-00	<u>\$4,964.14</u>
		\$91,626.68

Department: Parks Recreation

Transfer To:

RECREATIONAL MAINT	100-3019-070-0439-5-01	\$12,519.20
FERTILIZER	100-3019-070-0619-5-00	<u>\$1,032.86</u>
		\$13,552.06

Transfer From:

VEHICLE FUEL	100-3018-030-0626-5-00	\$3,694.75
INSURANCE - P&L, W/C, BONDS	100-3010-010-0521-5-00	<u>\$9,857.31</u>
		\$13,552.06

Department: Transfer Station

Transfer To:

WASTE HAULING	100-3034-040-0421-5-07	\$1,900.00
TEST WELL MONITORING	100-3034-040-0810-5-00	<u>\$1,050.00</u>
		\$2,950.00

Transfer From:

HEAT - KIBBE FULLER	100-3010-010-0624-5-01	\$2,950.00
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Department: Library

Transfer To:

BOOKS	100-5021-060-0640-5-00	\$1,994.54
BUILDING MAINTENANCE	100-5021-060-0614-5-00	<u>\$150.00</u>
		\$2,144.54

Transfer From:

AUDIO VISUAL	100-5021-060-0613-5-00	\$481.32
EQUIPMENT MAINTENAN	100-5021-060-0432-5-00	\$375.00

BUILDING REPAIRS & MAINT	100-5130-070-0431-5-00	<u>\$1,288.22</u>
		\$2,144.54

Department: Recreation Self Support

Transfer To:

SUMMER CAMP-SELF SU	100-9098-090-0619-5-00	\$225.00
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Transfer From:

POSTAGE	100-5140-010-0535-5-00	\$225.00
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A motion to accept the transfers was made by Joe Tolisano. Marilyn Provonost seconded the motion and it was voted unanimously as approved.

V. APPROVAL OF MINUTES

Joe Tolisano made a motion to approve the following minutes as written:

6/24/13 Regular BOF Meeting Minutes

7/22/13 Regular BOF Meeting Minutes

8/29/13 Special BOF Meeting Minutes

The motion was seconded by Stephen Krasinski and voted unanimously as approved.

VI. OTHER BUSINESS

TOWN MEETING: Questions were raised regarding the October 24 Town Meeting. It was decided that Selectman Kathy Devlin would be responsible for creating a PowerPoint explaining the bond referendum and that CFO Glen O'Keefe would present it with the Board of Finance Members available to answer questions. It was decided that all materials would be ready for review before the Town Meeting, and that Lisa Pellegrini would be leading the meeting as First Selectman.

CORRESPONDENCE: Jim Persano had a letter to discuss from the Superintendent regarding negotiations with the Teacher's Association. As of now we are awaiting further updates, perhaps on a monthly basis. There will need to be an arbitration meeting in the near future.

A motion was made by Steve Krasinski to have Tom Mazzoli represent the Board of Finance at the arbitration. The motion was seconded by Joe Tolisano and unanimously voted as approved.

LEGISLATIVE UPDATE: First Selectman Lisa Pellegrini then gave an update on the state legislature. Speaker of the House Brendan Sharkey is still trying to eliminate the motor vehicle tax. She said that it is likely that they will attempt to amend the budget this session. They want to encourage the municipalities to "pay their fair share." She said there will most likely be several changes after the 2014 elections regarding PILOT funding that the Town will need to be very concerned about.

V. ADJOURNMENT

A motion to adjourn was made by Joe Tolisano at 7:45. The motion was seconded by Steve Krasinski and voted unanimously as approved.

Respectfully Submitted,

Catherine Morrow

Recording Secretary

Minutes are not official until accepted at a subsequent meeting.

**TOWN OF SOMERS
BOARD OF FINANCE
SPECIAL MEETING AGENDA
Monday, November 4, 2013 at 7:30PM
Board of Selectman Conference Room**

I CALL TO ORDER

The meeting was called to order at 7:30PM. Members present included Chairman Jim Persano, Joe Tolisano, Marilyn Provonost, Steve Krasinski, Michael Parker, and Tom Mazzoli. Guests included First Selectman Lisa Pellegrini, Superintendent of Schools Dr. Maynard Suffredini, David Palmer, Bruce Devlin, and recording secretary Catherine Morrow.

Joe Tolisano made a motion to amend the agenda to start with the Executive Session. The motion was seconded by Steve Krasinski and voted unanimously as approved.

II EXECUTIVE SESSION

Chairman Jim Persano made a motion to go into Executive Session at 7:31PM. The motion was seconded by Michael Parker and voted unanimously as approved. The executive session included Chairman Jim Persano, Michael Parker, Steve Krasinski, Joe Tolisano, Tom Mazzoli, Marilyn Provonost, Dr. Suffredini, Bruce Devlin and David Palmer.

Executive Session ended at 8:10PM, at which time Dr. Suffredini, David Palmer and Bruce Devlin exited the meeting. Board of Finance continued according to the agenda.

III RESOLUTION OF APPRECIATION FOR MARILYN PROVONOST

Michael Parker made a motion to accept the attached Resolution of Appreciation for Member Marilyn Provonost. The motion was seconded by Tom Mazzoli and voted unanimously as approved.

IV UPDATE ON BOARD OF EDUCATION SOLAR PANELS

Michael Parker made a motion to move this discussion to the next regular meeting of the Board of Finance. The motion was seconded by Tom Mazzoli and voted unanimously as approved.

V FY 2012-13 BOE BUDGET RESULTS

Joe Tolisano made a motion to move this discussion to the next regular meeting of the Board of Finance. The motion was seconded by Steve Krasinski and voted unanimously as approved.

VI ADJOURNMENT

Joe Tolisano made a motion to adjourn the meeting at 8:15PM. The motion was seconded by Chairman Jim Persano and voted unanimously as approved.

Resolution Of Appreciation For Marilyn Pronovost

- WHEREAS, Marilyn Pronovost has, for nearly two decades, served with honor and distinction on the Board of Finance for the Town of Somers; and
- WHEREAS, Marilyn Pronovost will be finishing her term on the Board of Finance on November 19, 2013; and
- WHEREAS, Marilyn Pronovost has been a passionate and effective advocate for the citizens of the Town of Somers; and
- WHEREAS, during Marilyn Pronovost's time of service she made numerous contributions in matters of budgets, finance, infrastructure, education, and other matters of the Town for the good of its citizens;
- THEREFORE BE IT RESOLVED That the Board of Finance expresses its deep appreciation to Marilyn Pronovost for her exemplary service to the Board of Finance and to the Town of Somers.
- BE IT FURTHER RESOLVED That this resolution be spread upon the minutes of the Board of Finance with copies sent to the Board of Finance, Board of Selectmen and to Ms. Pronovost.

Respectfully submitted,

Catherine Morrow, Recording Secretary

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