

**BOARD of FINANCE  
MEETING MINUTES  
April 12, 2018, 7:30 PM  
TOWN HALL MEETING ROOM**

Chairman Steve Ezzes called the meeting to order at 7:32 PM. Mr. Ezzes was joined by fellow board members Rone Baldwin, Dick Bochinski, and Jerry Sargent. Town Administrator Jonathan Luiz, Finance Director Rick Darling, BOE Superintendent Dr. William McKersie, BOE Finance Director Rich Rudl, Police Chief Ed Henion. A few members of the public were also in attendance. The meeting began with the Pledge of Allegiance.

**1. Discussion/Decision regarding a Supplemental Appropriation request from the Board of Education for Special Education Costs in the amount of \$1,061,852.**

Dr. McKersie mentioned that the Board of Education has communicated this expected shortfall to the various boards since earlier in the fiscal year. The Board of Education and Board of Selectmen have already approved the request. Mr. Ezzes brought up the previously discussed issue of the timing of the need for funds. Mr. Rudl said that half of the request is needed right now. The Board also asked where we would stand with regard to the supplemental appropriation limit delineated in the Town Charter. Mr. Luiz said that, should both requests on the agenda be approved, we would be about \$176 thousand under the limit.

Mr. Sargent moved and Mr. Baldwin seconded the full supplemental appropriation request. Approved unanimously.

**2. Discussion of Police Overtime Expenses**

Mr. Darling explained some of the backup material included in the packet. Chief Henion explained that overtime is trending well under budget. There was a question as to how grants related to DUI enforcement are applied. Mr. Darling explained that, generally, such grants as well as CIRMA worker's compensation reimbursements are credited against the overtime account. There was additional discussion regarding worker's compensation absences and the resulting reimbursements. It was mentioned that police work related to outside job requests are not reflected in the department overtime account.

**3. Discussion/Decision regarding a Request for new Police vehicle purchases from the Police Vehicle fund**

Chief Henion mentioned that he is requesting to purchase two new vehicles from the Police Vehicle Use fund which is generated by proceeds from special duty billings. The new vehicles would be SUV's costing about \$45,000 each. There was discussion about the use of the fund which has a current fund balance of approximately \$128,000.

Mr. Bochinski made a motion to authorize an amount not to exceed \$90,000 from the Police Vehicle Use fund to purchase these vehicles. Mr. Sargent seconded. Approved unanimously.

#### **4. Discussion/Decision regarding a Supplemental Appropriation Request from the Tree Warden for additional tree removal**

The Tree Warden was not present for the meeting, but the request is for \$30,000. Mr. Sargent asked if chipping work was being done by DPW employees or by outside contractors. This is done by the DPW employees. The request for additional work is for standing or leaning trees and limbs which are deemed hazardous. The amount requested would cover 40 to 50 tree removals.

Mr. Sargent moved and Mr. Bochinski seconded. Approved unanimously.

#### **5. Discussion regarding Year End Financial Forecast**

Mr. Darling presented the year-end financial forecast. He pointed out various revenue items where the forecast is deviating from what was budgeted. Overall, revenue is forecasted to exceed budget by just over \$600,000. Expenditure categories that were noted as areas of surplus included health insurance, police overtime and Youth Services. Areas of deficits compared to budget include road paving and a couple of departments that are expected to have severance payments due to retirements. There was a brief discussion regarding the upcoming tax sale.

The year-end Unassigned fund balance is forecasted at just under \$13 million, or, 18.1% of next year's proposed budget.

#### **6. Discussion/Decision regarding proposed changes to the OPEB Investment Policy Statement**

Mr. Darling pointed out that this item was tabled from a prior meeting. He noted the particular changes to the OPEB trust portfolio that the Board approved back in December, as well as a response from our FIA consultant regarding a couple of questions from that meeting. Mr. Darling pointed out that a footnote has been added within the IPS which clarifies a benchmarking comparison.

Mr. Sargent moved the approval of the revised IPS statement for OPEB. Mr. Bochinski seconded. Approved unanimously.

#### **7. Approval of minutes from the January 11, March 5, and March 27 meeting.**

The March 14 minutes would be presented at the next meeting. Mr. Bochinski moved for approval of the three sets of minutes, and Mr. Baldwin seconded. Approved unanimously.

**Adjourn:** Mr. Sargent moved and Mr. Bochinski seconded to adjourn. The motion passed unanimously at 8:40 p.m.

Unapproved