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Board of Finance
NANCY A. BRAY
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BOARD OF FINANCE – REGULAR MEETING
TOWN HALL – 127 NORWICH AVENUE
Suite 201
DECEMBER 17, 2008

MEMBERS PRESENT: Chairman Bruce Hayn, Ronald Goldstein, Ronald Crabb, Michael Ryan, Brian Smith.

MEMBERS ABSENT: John Ringo.

OTHERS PRESENT: First Selectman Linda Hodge, Treasurer Jon Sandberg, Tax Collector Tricia Coblentz, Chief Financial Officer Maggie Cosgrove, Maintenance Supervisor Tony Gallichio, Gary Avery, Al Letendre with Boys Scouts from Troop

1. CALL TO ORDER.

Chairman Hayn called this Regular Meeting to order at 7:00 p.m.

2. ACCEPTANCE OF MINUTES OF PREVIOUS MEETING.

2.1 December 3, 2008 – Regular Meeting Minutes

Motion by: B. Smith

to approve the minutes of the December 3, 2008 Regular Meeting with corrections to Page 2, Item 6.1.2, the motion to read, “to approve the transfer of funds from the equipment reserve account to purchase one powered ambulance cot as requested at a cost of no more than \$10,693.21.” and Page 3, Item 10, Land Acquisition Discussion, to add in the motion, “that the \$11,500 received from the sale of a piece of property to remain in the Land Acquisition Fund as in the past.”

Second by: R. Crabb.

Vote: Unanimous by those present to approve.

3. DEPARTMENT REPORTS.

3.1 Finance Department.

M. Cosgrove presented the Board members with Revenue and Expenditure Reports through November 30, 2008. The revenue and expenditures are in line with previous numbers from last year. A concern still exists regarding the state reimbursement amounts.

3.2 Tax Collector.

T. Coblentz stated both delinquent and current taxes collections are ahead of this time last year.

4. CITIZENS COMMENTS.

Al Letendre, Westerly Terrace, introduced Boy Scouts from Troop 72 who are working on their Citizenship in Community Badge.

Mr. Letendre asked if there is a building committee for the senior center and what happened to the money that was in the budget for the design work.

Chairman Hayn explained that no building committee has been appointed and the design money was removed from the budget last year due to the economy.

Mr. Letendre thought the Senior Center might fit into the proposed federal administration's public works opportunity.

Gary Avery, Standish Road, would like to see rebates from CL&P used for seed money for energy saving projects including the heating system that was designed to be a geo-thermal system. The Town Hall is nearing 20 years old and that is the life cycle of the heating system. The Board of Education purchased software to put computers to sleep at night and wake them up in the morning giving them an energy cost savings.

L. Hodge noted that an intern, experienced in energy savings, is starting in January and will be working with Facilities Director G. Plunkett.

5. ADDITIONS TO THE AGENDA.

The yearly meeting calendar was presented for approval.

Motion by: R. Goldstein

to add the calendar to the agenda and to approve it as presented.

Second by: R. Crabb.

Vote: Unanimous.

6. FIRST SELECTMAN'S REPORT

6.1 Transfer Requests

No requests presented this evening.

6.2 Selectman's Update

Selectman Hodge reported that Patty White, the new Senior Center Director, has started work. Ms. White is experienced in grant writing and social services work.

Selectman Hodge is looking into a Geographic Information System (GIS) grant.

Park and Recreation Department is selling ornaments designed by a student.

L. Hodge noted that the recent television report regarding the HVAC system was picked up from a newspaper report.

The State recently did a vault inspection of the Town Clerk's office. There had been an "odor" issue. T. Gallichio stated that he just fixed the problem that had to do with sealing the fire department had monitored the air quality during the complaint and found no harmful air quality issues.

First Selectman Hodge stated that alternate plans have been looked at to deal with the temperature fluctuations in Town Hall. Space heaters and fans could be purchased as temporary solutions.

Tony Gallichio addressed the Board to explain the situation with the Town Hall HVAC system. T. Gallichio has been coming in several times over the weekend to check on the system. He feels he can no longer continue this practice. The police department office has been as low as 46 degrees on the weekend. One solution would be to hire someone to monitor the system. After reviewing two consultants' proposals to repair the system, T. Gallichio feels the quote of \$33,800 will fix the system.

M. Ryan said there should be a plan for what will happen after the 5-7 year repair. It is a 20 year old burner and will eventually need more work or replacement.

Chairman Hayn stated there is a huge issue with maintenance of all the town buildings.

Motion by: B. Smith

to approve the expenditure of no more than \$33,800 from equipment reserve for the repair of the Town Hall HVAC system in accordance with the proposal presented to the Board of Finance, contingent on the Board of Selectmen approval, with the understanding that no additional phases of work will be required.

Second by: M. Ryan.
Vote: Unanimous.

First Selectman Hodge noted that union negotiations are ongoing.

The proposed stimulus package has resulted in numerous requests for 'shovel ready' projects. The list contains the old firehouse, town garage, senior center, sewer and water, roads, technology updates, building restoration, public safety compliance, expand commuter lots, sidewalks, energy concerns, track, Office of Civil Rights items at Bacon, and Town Hall security. Criteria for submittal has not been completely confirmed.

7. CORRESPONDENCE.

None.

8. LIAISON REPORTS.

B. Smith reported that the Purchasing Policy draft is complete and members will receive it by email to review for discussion at the January meeting.

B. Smith discussed the Annual Report, it will not be in its usual form with individual department reports but will meet requirements for a financial report from the Selectman. This will save the town up to \$5,150 budgeted for printing.

R. Goldstein noted that the principals of the schools have submitted their preliminary requests for the Board of Education budget proposal to the Superintendent. This is the first level of the BOE budget discussion.

The health insurance account remains a concern and it is being watched carefully. The Insurance Committee is looking at proposals to go out to bid for next year.

B. Hayn said Don Lee is looking into a grant for the firehouse.

9. OLD BUSINESS.

None.

10. NEW BUSINESS.

None.

11. ADJOURNMENT.

Motion by: B. Smith
to adjourn the meeting.

Second by: R. Crabb.

Vote: Unanimous.

Chairman Hayn adjourned the meeting at 8:29 p.m.

Respectfully submitted,

Mary Jane Slade
Clerk