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**Town of Colchester
Board of Finance Meeting Minutes
Wednesday, September 2, 2015
Town Hall Meeting – 7:00 p.m.**

Members Present Chairman Rob Tarlov, Art Shilosky, Tom Kane, James McNair, Rob Esteve, John Ringo

Members Absent: None

Others Present: First Selectman Stan Soby, Selectman Denise Mizla; Board of Education Liaison Brad Bernier, CFO Maggie Cosgrove, Registrar of Voters Diana Giles, BA Academy Civic Students, Andreas Bisbikos

1. **CALL TO ORDER:** Chairman Tarlov called the meeting to order at 7:00 p.m.
2. **ADDITIONS TO THE AGENDA:** R. Esteve motioned to add item 9.c) Discussion and Possible Action on transfer from General Fund Assigned Fund Balance to BOE Capital Reserve, seconded by A. Shilosky. Vote was unanimous. **MOTION CARRIED.**
3. **APPROVAL OF MINUTES - August 19, 2015 Regular Meeting:**
J. Ringo motioned to approve the minutes of the August 19, 2015, seconded by A. Shilosky. Vote was unanimous. **MOTION CARRIED.**
4. **CITIZEN'S COMMENTS:** None
5. **CORRESPONDENCE:** None
6. **DEPARTMENT REPORTS**
 - a) **Finance Department:** None
 - b) **Tax Collector – Reports and Discussion:** None
7. **FIRST SELECTMAN**
 - a) **Report:** Environmental testing has begun on the Mill project. Grant opportunities to extend the trail are being looked at. The search for a Town Planner continues. He met with Eversource regarding a grant. Pedestrian safety near the Youth Center is being worked on. There have been developers that have submitted proposals for a Senior Center. All options are being considered. No agreement has been reached in collective bargaining with KX. Interviews for a Blight Task Force are still being held but meanwhile issues are still being addressed. Catch basins are being replaced. Police are working on speed enforcement. .
 - b) **Transfer Requests:** None
8. **LIAISON REPORTS:** A. Shilosky reported that the Building Committee received 14

submittals for architectural services. On September 17th they will be reviewing and choosing a maximum of 4 to be interviewed. Police still want 24/7 coverage. R. Esteve reported on the BOE budget committee. M. Cosgrove is in the process of closing out last year's budget. Medical claims for July and August were favorable compared to last year. R. Tarlov reported that Youth Services has 3 community conversations scheduled. A fundraiser will be held at Inishmor on November 5th. They are saving for a replacement van. Summer Kickoff raised \$500. New members are needed.

9. NEW BUSINESS

- a) Capital Reserves Appropriation Policy:** Members were in agreement that there should be a policy stating that any appropriation over \$10,000 will need to come to the BOF. First Selectman Soby will work to create the policy and bring back to the BOF for approval.
- b) Senior Center Task Force:** First Selectman Soby said that the BOS has discussed how to proceed. A joint discussion between BOS, BOF, and the Commission on Aging will be set up. T. Kane and A. Shilosky will remain on a subcommittee regarding the Senior Center.
- c) Discussion and Possible Action on transfer from General Fund Assigned Fund Balance to BOE Capital Reserve:** R. Esteve motioned to approve a transfer in the amount of \$67,500 from Assigned Fund Balance to BOE Capital Reserve to replace existing failed compressors at Bacon Academy, seconded by J. Ringo. Vote was unanimous. **MOTION CARRIED.** (see attached transfer)

10. OLD BUSINESS:

- a) Rec Field Subcommittee:** First Selectman Soby will work on scheduling a meeting.
- b) Review of 8/19 Recreation Department Program Fund Presentation:** Members discussed presentation and conversation with Cheryl Preston at the last meeting regarding the Program Fund. Members were in agreement that they are impressed with how she has turned the account around. Due to the fact she has been able to accomplish this they feel she deserves the opportunity to try and initiate some of her ideas brought forth at the last meeting for use of the funds such as a Park Ranger and an increase in hours for Recreation Department staff position that is currently part-time. They will request she provide them with a further detailed plan showing how an increase in hours will result in an increase in program registration as well as set objective goals to measure the success.
- c) Review of 8/19 BOE Strategic Plan Presentation:** Members discussed the presentation given at the last meeting. There was general consensus that the strategic plan did not meet their expectations in addressing declining enrollment. The synopsis of the plan is to redirect any savings from reduction in enrollment as an investment into curriculum and make schools more competitive with magnet schools. B. Bernier said that there would have been a reduction on the BOE current budget had it not been for money put towards health insurance and capital. He also added that there will be "action documents" that will be created throughout the life of the document to use as a guide.

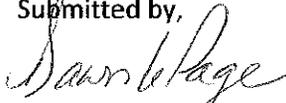
d) Review of Board's Objectives and Initiatives: No update

e) Budget Communication Subcommittees: Budget committees will need to start meeting again. Board of Selectmen will discuss if any changes need to be made to the survey use this past year.

11. CITIZEN'S COMMENTS: None

12. ADJOURNMENT: J. McNair motioned to adjourn, R. Esteve seconded by . Vote was unanimous. **MOTION CARRIED.** Chairman Tarlov adjourned the meeting at 8:42 pm.

Submitted by,



Dawn LePage, Clerk

Town of Colchester
 General Fund
 Budget Transfer/Additional Appropriation

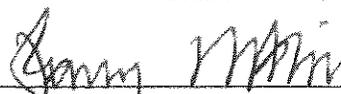
Department: Transfers

Reason for Request: Transfer to Board of Education Capital Reserve - funding for building maintenance - replace existing failed compressors at Bacon Academy

Reason for Available Funds: Unexpended Board of Education FY 2013-2014 budget

From:	Account Number	Account Name	Amount
	18501-36250	Use of G/F Assigned Fund Balance	67,500

To:	Account Number	Account Name	Amount
	18501-50800	Transfer to BOE Capital Reserve	67,500

Aug 31, 2015
Date Requested 
Department Director or Supervisor - Signature

Print Name Jeff Mathieu, Superintendent of Schools

Aug 31, 2015
Date Reviewed 
Chief Financial Officer

N/A
Date Approved N/A
First Selectman

Date Approved
Board of Selectmen Clerk

Date Approved
Board of Finance Clerk