



# Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

## Board of Finance Regular Meeting Minutes August 2, 2017 – Town Hall – 7:00 pm

**Members Present:** Chair R. Tarlov, R. Lepore, A. Migliaccio, and S. Lowe

**Members Absent:** A. Bisbikos and T. Kane

**Others Present:** First Selectmen A. Shilosky, CFO M. Cosgrove, Chief W. Cox, J. Walsh, Asst. Chief EMS L. Steinmeyer, Tax Collector M. Wyatt, BOE B. Bernier, and Clerk J. Campbell

### 1. CALL TO ORDER

R. Tarlov called the meeting to order at 7:00 pm.

### 2. ADDITIONS TO THE AGENDA

None

### 3. APPROVAL OF MINUTES: July 19 Regular Meeting

A. Migliaccio MOTIONED to approve the minutes of the July 19<sup>th</sup> Regular Meeting, ~~SECOND~~ <sup>CONDE</sup> by Lowe. S. Lowe and R. Lepore ABSTAINED. All others voted in favor, MOTION CARRIED. 2/0

### 4. CITIZENS COMMENTS

None

### 5. CORRESPONDENCE

None

### 6. FIRE/EMS PRESENTATION

Chief Cox stated that the department has applied to the Department of Health. for a license to use Paramedics. The department has in place a program called Intercept where a paramedic is either met at the scene or en route to the hospital. However there have been missed intercepts. If they are granted this license through the Department of Health that could potentially relieve the requirement for the Intercept Program. The department has 3 paramedic options in place, utilizing Middlesex, American, and Mohegan Tribe. The department has several paramedics on staff and people in place to meet the requirements for the new license. Dr. Kyle McClaine is the doctor who oversees medical control. He would be willing to come in and present his end of this program. Time management has been an issue as far as hiring is concerned, residents are no longer working in town and able to leave their jobs for calls or they are now married with children and don't have the babysitting covered. Currently the department has a sign outside as well as advertising with Facebook and Twitter to try to recruit. A new member BBQ was hosted this past weekend to welcome new members and help to unite the old and new members. Regional fire training schools are in danger of being shut down with the budget cuts. The town has a training facility but there would need to be at least 2 people hired to run and facilitate training. The paramed program is ready to present and could be up and running, if the buy ins happen, by the beginning of next fiscal year with the potential to be making it a revenue item within 3 years. Ambulance Incentive program is working well. They did come in under the 72,000. See attached spreadsheet for more information.

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COLCHESTER, CT  
2017 AUG -3 PM 3:02  
Gayle Sherman  
TOWN CLERK

**7. DEPARTMENT REPORTS – Second Meeting of the Month**

- a. **Tax Collector** M. Wyatt did state that the hiring for the office assistant is still ongoing. The test is scheduled for Monday August 7<sup>th</sup>.
- b. **Finance**

**8. FIRST SELECTMAN****a. Transfer requests –**

R. Lepore MOTIONED to accept the budget transfer, pending the approval of the Board of Selectmen, in the amount of \$25,088 to the Snow Reserve Fund, SECONDED by A. Migliaccio. All members present voted in favor. MOTION CARRIED. 4/0

S. Lowe MOTIONED to accept the budget transfer, pending the approve of the Board of Selectmen, in the amount of \$50 to the Snow-Professional services for a mid-contract background check, SECONDED by R. Lepore. All members present voted in favor. MOTION CARRIED. 4/0

S. Lowe MOTIONED to accept the budget transfer, pending the approval of the Board of Selectmen, in the amount of \$56,500 to Capital, SECONDED by R. Lepore. All members present voted in favor. MOTION CARRIED. 4/0

- b. **First Selectman's report** – A. Shilosky reported that the CAAP, IT support, contract has been signed and they are now ready to go. We received a grant from CT Youth Service Program in the amount of \$6,275 to Social Services. Our risk management insurance had their first review on WJMS and we passed with flying colors. There was a survey that CCM sent out in regards to what other Towns are doing with the State Budget delay. A. Shilosky stated that the town is in a spending freeze. Senior Center Van will go through because the received a grant for it as well as reserve and not the budget. We are currently short 7 employees, the hiring process has slowed down, however the smaller offices, see the effects on a greater basis and will require more immediate replacement. Road work continues. Police overtime is being monitored. Norton Mill environmental testing will use a grant. Opengov is being held as well as the PT position in Building & Planning. School Budget under a freeze (Brad Bernier agreed) First Selectman would like to discuss further, at a later date, the inclusion of payouts into the budget. He would also like to discuss further the issuance of Town credit/purchasing cards.

**9. NEW BUSINESS**

- a. **2017/18 Budget Process Review** R. Tarlov tabled to next meeting

**10. OLD BUSINESS**

- a. **Budget Update – Discussion and Possible Action** There is no update at this point. The State of Connecticut still has not reached a decision.
- b. **Board of Finance Objectives and Initiatives – Review and Update** Chief Cox presented on the Fire/EMS department. Cheryl to present next meeting regarding the program fund. R. Lepore asked that the budget presenters put forth a presentation with what they feel will be in the budget and then a list of things they would like if money were to become available. A meeting with Lockton is scheduled for August 10<sup>th</sup>. Opengov is on hold until the State Budget is known. M. Cosgrove stated that she will be filing with the State an EDO11 form that has every grant the town received. This may help the BOF with the questions on what grants the Town/BOE used this past year.

**11. LIAISONS' REPORTS**

A. Migliaccio reported that for the first time in 6 months the Police Commission is running with a full board. Computer equipment that was purchased to connect the computers in the cars to the station is not working properly. A. Shilosky will be calling the company to get resolution.

**12. CITIZENS COMMENTS**

None

**13. ADJOURNMENT**

A. Migliaccio MOTIONED to adjourn the meeting at 8:29 pm, SECONDED by S. Lowe. All members present voted in favor. MOTION CARRIED.

Respectfully Submitted,

*Joanie Campbell*, Clerk

**Attachments:**

August Budget Transfers  
Chief Cox Presentation  
BOF Initiatives and Objectives