



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

**Board of Finance
Regular Meeting Minutes
March 20, 2019 @7pm
Town Hall, Room 1**

RECEIVED
MARCH 21 2019
TOWN OF COLCHESTER

Members Present: R. Tarlov, N. Negron, R. Esteve, M. Egan and A. Bisbikos

Members Absent: A. Migliaccio

Others Present: First Selectman A. Shilosky, CFO M. Cosgrove, Registrar D. Mrowka, Tax Collector M. Wyatt and BOE B. Bernier (7:18pm)

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: March 6, Regular Meeting; March 12, Special Meeting** March 6 Minutes – N. Negron stated that page 2, item c, 3rd sentence states "...presentation was very informing..." should be informative. N. Negron MOTIONED to accept the minutes with the change listed, SECONDED by M. Egan. R. Esteve ABSTAINED. All other members present voted in favor. MOTION CARRIED. 4/0/1
March 12 Minutes – N. Negron stated that item 2 A ii, 3rd sentence states "...should be a swift and effect remedy." should be effective. R. Esteve MOTIONED to accept the minutes with the change listed, SECONDED by N. Negron. All members present voted in favor. MOTION CARRIED. 5/0
4. **CITIZENS COMMENTS** None
5. **CORRESPONDENCE** See Attached
6. **DEPARTMENT REPORTS**
 - a. **Tax Collector** M. Wyatt reported on Feb. at the 3/6 meeting. She just wanted to add that R. Tarlov did attend the New London County Tax Collectors Association meeting, with a legislative speaker.
 - b. **Finance** M. Cosgrove stated that the collection rate is still trending slightly ahead of last year. Norwich tuition still has one more quarter to report, however actual will still be down from projected. Resident Trooper was originally budgeted for 100%, Governor's proposal did not go through, and therefor Town is only responsible for 85%. The remainder will help to offset the Resident Trooper OT. Last snow bill was large, but budget is still ok.
7. **FIRST SELECTMAN**
 - a. **Transfer requests** None
 - b. **First Selectman's report** A. Shilosky stated that he is working on the Budget. M.O.U. will be on the BOS April regular meeting.
8. **OLD BUSINESS –**
 - a. **Charter Change – Discussion and Possible Action on Memorandum of Understanding** R. Esteve MOTIONED to accept the Memorandum of Understanding, SECONDED by A. Bisbikos. All members present voted in favor. MOTION CARRIED. 5/0
 - b. **Opengov.com – Discussion and Possible Action** R. Tarlov stated the budget trend report is to be reviewed by the policy committee and recommended to the BOS. R. Tarlov sent out some links for navigation of the site, as well as how to manually grab reports. He asked the board to take a look at the links. The Town bought 2 modules. Transparency & Operational Intelligence.

The department heads would use the Operational Intelligence and would need a facilitator to organize training and use. R. Tarlov thinks the department heads might not use it, is costly if not used, and with the amount of time it took to get the transparency up, thought it might be a good idea to remove that from the contract. A. Shilosky stated the personnel was not available to train and thinks it is a smart idea to remove. M. Cosgrove stated that she believes most department heads have specialized software, and do not use Excel, which would be required by this program. M. Egan is looking to find out if this program is difficult to implement, if it gets easier down the road and will this potentially improve the efficiency within a department? A. Shilosky stated that the reports are already available and the capabilities are in place. M. Egan commented that they are not in a central location so that BOF or the public could look at. R. Tarlov will contact Opengov to see about a presentation for department heads and one for BOF members.

- c. **Paramedic Program – Discussion** R. Tarlov would like Chief Cox to come back for more questions. He is not sure what the final program being presented is. Things are not matching up from each presentation. A. Shilosky will ask Chief Cox and Charlie to attend the 4/3 meeting. BOF members will submit questions to R. Tarlov, who will then forward to Chief Cox.

9. NEW BUSINESS

- a. **OpenColchester Policy Subcommittee – BOF representative** R. Tarlov nominated A. Bisbikos, SECONDED by M. Egan. All members present voted in favor. MOTION CARRIED. 5/0
- b. **Budget items** None

10. LIAISONS' REPORTS

- a. **Fire Department Liaison Appointment** R. Tarlov appointed R. Esteve as the Liaison. M. Egan reported on the Commission on Aging – A bill is being presented which will mandate transportation for nursing home residents who are medically clear. A fee can be assessed. COA is looking to create a round table in June/July. A. Bisbikos reported on EDC - Climate panel will be on 4/18 from 6-8 at Bacon. B. Bernier was asked about BOE, he stated that they are looking to move the budget forward.

11. CITIZENS COMMENTS

 None

12. **ADJOURNMENT** M. Egan MOTIONED to adjourn the meeting at 8:02 PM, SECONDED by R. Esteve. All members present voted in favor. MOTION CARRIED. 5/0

Respectfully Submitted,

Joanie Campbell, clerk

Attachments:

- Budget Trends by expense type
- Budget Trends by functions
- Feb. Finance Reports
- Correspondence
- Opengov discussion
- Opengov data sheet
- Operational Intelligence