

**Town of Haddam
BOARD OF FINANCE
Regular Meeting
Town Office Building Annex
11 Jail Hill Road, Haddam 06438
Tuesday, September 25, 2017
APPROVED MINUTES**

In attendance: Chairman Joseph Centofanti Members: Harlan Fredericksen, Marjorie DeBold, David Kapitulik and Cheryl Haase Alternates: Robert McGarry, Joanne Nesti and David Challenger

Not in Attendance: Christopher Alexy

Staff in Attendance: Finance Director, Barbara Bertrand and Recording Secretary JoAnn Ricciardelli

- Call to Order/Pledge of Allegiance
Chairman Centofanti called the Meeting to order at 7:00 PM.
The Pledge of Allegiance was recited.
- Seating of Alternates: Haase made a Motion to seat Challenger as an alternate. Kapitulik seconded. No discussion. Approved unanimously.
- Approval of Minutes: Fredericksen made a Motion to Approve the August 22, 2017 minutes with correction to page 3 under Old Business *The Town of Haddam **may lose*** DeBold Seconded. Brief discussion. Approved unanimously.
- Public Communications: Communication from Blum Shapiro re: Auditing Standard No.: 114, "The Auditor's Communication with Those Charged with Governance" regarding audit of Town of Haddam, Connecticut.
- Public Comment: None
- Finance Director's Report:
Transfer Request Forms: This will make all of the departments that were in a negative zero or positive. There was a discussion regarding the Transfer of accounts.

Haase made a Motion to move \$16,459.98 (2017-2) from Contingency to:

Grants & Programs: \$5,256.46

Part time finance director: \$2,412.92

Finance Coordinator: \$2,534.12

Professional Development: \$145.77

Mileage: \$403.69

Assessor Salary: \$5,239.25

Car mileage: \$454.77

Middlesex Hospital: \$13.00

DeBold seconded. No further discussion. Approved unanimously.

There was a brief discussion regarding Transfer Request 2017-3. Kapitulik made a Motion to go to Town Meeting on 2017-3. Fredericksen seconded. No discussion. Approved unanimously.

There was discussion regarding the 2016-2017 revenue report it shows that we are \$88,404.43 short of what we budgeted. If you look under State of Connecticut – ECS we did not get \$53,052.00 OR the LOCIP for \$73,641.00. Those two (2) together are \$126,693.00. If that money had come in we would have been \$38,288.57 in the good. If we prefund next year's capital in the amount of \$644,680.00. This will give us the flexibility if we don't get any money from the state. Will make our fiscal year slightly under break even.

Haase made a Motion to forward to Town Meeting the following budget transfers totaling \$644,680 as detailed on transfer request 2017-4 as follows:

TRANSFER TO				TRANSFER FROM/FUNDING SOURCE			
Department Name	ACCOUNT NAME	ACCOUNT NUMBER	AMOUNT	Department Name	ACCOUNT NAME	ACCOUNT NUMBER	AMOUNT
INSURANCE	Various	Various	19,518.17	Transfers Out	Transfer out - CNR	01-85-850-83-85002	644,680.00
LAND USE OFFICE	Various	Various	8,983.16				
CONTINGENCY	CONTINGENCY	01-10-150-84-15001	54,729.14				
HADDAM V.F.D.	Various	Various	8,046.36				
HADDAM NECK V. F. D.	Various	Various	39,695.00				
POLICE	Various	Various	33,030.76				
PUBLIC WORKS	Various	Various	231,313.36				
GENERAL MAINTENANCE	Various	Various	29,919.11				
PUBLIC BUILDINGS	Various	Various	41,100.90				
SNOW & ICE REMOVAL	Various	Various	128,584.65				
ENGINEERING	Various	Various	17,236.32				
SOLID WASTE DISPOSAL	Various	Various	32,523.07				
Totals			644,680.00				644,680.00

The budget transfer will fund the amount budgeted as a transfer to Capital and Nonrecurring Fund budget in the Town's 2017-2018 budget and is being requested to address the likely reduction in state revenues as compared to the amounts budgeted in the fiscal year 2017-2018 budget. Fredericksen seconded. Brief discussion. Approved unanimously.

Selectmen's Request: The Selectmen are requesting funding for siding for the Veteran's Museum from unallocated in the amount of \$33,500.00. The existing wood siding needs to be removed, install new Hardi Board Siding, Pre/Paint, soffit, backside landing and newly installed siding areas, paint door opening exterior. Hardi Board Siding will last much longer than repainting the museum. There was a brief discussion. DeBold made a Motion to recommend to Town Meeting to request \$33,500.00 for the Veteran's Museum. Challenger seconded. No further discussion. Approved unanimously.

- Old Business: 2018 Budget: There was discussion regarding the budget and the lack of a state budget being passed. There was discussion regarding RSD17 and the upcoming payments due to the school.

Public Comment:

Munster: Made a comment regarding payments to RSD17. He also commented on the \$88,404.43 in the red for last year's budget. He asked about the Dublin Hill Bridge project which the board does not have information on. He also asked about paying the Capital Non Recurring in advance of the end of the fiscal year and lastly commented on the Hardi Board for the Veteran's Museum being a expensive to start but lasts a long time.

- Adjournment: Fredericksen made a Motion to Adjourn. Haase seconded. The Motion was approved unanimously.

The Meeting was adjourned at 8:15 pm PM
Minutes taken by JoAnn Ricciardelli