

**Town Of Haddam
BOARD OF FINANCE
Regular Meeting
Town Office Building Annex
Monday, March 10, 2014
MINUTES**

Approved as Printed at the April 14, 2014 Regular Meeting

In attendance: Vice Chairman Harlan Fredericksen, Members: John Bosco, Marjorie DeBold, and John Tabak and Alternates: Joseph Centofanti, Cheryl Haase and Joanne Nesti

Not in Attendance: Chairman David Kapitulik and Lucille Silvestrini

Staff in Attendance: Barbara Galloway, Recording Secretary
First Selectman Melissa Schlag was also in attendance.

Vice Chairman Fredericksen called the Meeting to order at 6:51 PM.

The Pledge of Allegiance was recited.

- Seating of Alternates

Ms. DeBold made the Motion seconded by Mr. Bosco to seat Mr. Centofanti for Chairman Kapitulik and Ms. Haase for Ms. Silvestrini. The Motion was approved unanimously.

1A. Public Input

Resident Ed Schwing reiterated his request from the March 3, 2014 Meeting for Board consideration of a second "public input" item on future Agendas. Vice Chairman Fredericksen noted that this topic was on tonight's Agenda for discussion and would be considered later in the Meeting. The other residents present had no comment/questions.

1. Correction/Approval of the Minutes of the February 10, 2014 Regular Meeting

Ms. Haase made the Motion seconded by Mr. Bosco to approve the February 10, 2014 Meeting Minutes as printed. The Motion was approved by Mr. Bosco, Ms. DeBold, Ms. Haase, and Mr. Tabak. There were no votes against. Vice Chairman Fredericksen abstained as he had not attended the Meeting. The Motion was approved.

2. Review of updated 2013-2014 Expenditures Financial Statements received from the Financial Coordinator

The updated Financial Statements entitled "Adjustments to Budgeted Expenditures - General Fund, July 2013 to June 2014" and "Adjustments to Budgeted Expenditures - Capital Non-Recurring, July 2013 to June 2014", both print-dated March 2, 2014 had been distributed at the March 3 Budget Meeting to give the Board Members ample time to review them. Vice Chairman Fredericksen asked First Selectman Schlag about several lines in

these Financial Statements that appear to be overspent ("in the red") at this time. The First Selectman had noted the same issue and agreed to look into the reasons for these overspent areas and report to the Board at the March 17 Meeting. It was noted that none of the involved departments had overspent the "total" line of their budgets.

3. Selectmen's Requests

Revisited/revised Request: *At a Board of Selectman's Meeting held on January 15, 2014 the board voted to send you the following request for your consideration:*

The BOS received a request from Jo Ann Woickelman, Chairman of the Board of Assessment Appeals to pay for an education workshop in the amount of \$150.00. The board consists of one new member elected Nov. 2013, a re-elected board member and herself [Ms. Woickelman]. "The first two board members have not gone through a revaluation, which will occur in Haddam in 2015. These workshops are taught by assessors and offer the opportunity to ask questions. Many of the workshops are held in other towns with a considerable drive. Haddam's Assessor, Marilyn Baumann and myself [Ms. Woickelman] worked together to do a local workshop. There were will 26 attendees and more have called with questions". [Revision of the original (1/23) request made on March 3, 2014: The Board of Selectmen request that the Board of Finance] "Please transfer \$150.00 [from line # 01-80-800-84-80000 Contingency] to [newly created Board of Assessment Appeals/"Board of Tax Review"] line item #53-03507 Professional Development".

Mr. Bosco made the Motion seconded by Ms. DeBold to approve the Motion to transfer from #01-80-800-84-80000 Contingency a total of \$150.00 to Board of Assessment Appeals (Board of Tax Review) budget line item #53-03507 Professional Development to pay for an educational workshop for that board's members, to prepare them for the upcoming revaluation. The Motion was approved unanimously.

4. Old Business

a. Review of Auditors' 2012-2013 Report by representatives of Blum, Shapiro

Vanessa Rossito, a principal at Blum, Shapiro, PC, was present to discuss auditor's findings for the 2012-2013 Audit, which had been accepted by town residents at a town meeting in January 2014. Ms. Rossito read from a Letter of Recommendations, a document included with the completed Audit. Ms. Rossito gave explanations for and examples of situations related to the three recommendations noted in the recommendation letter. Overall, Ms. Rossito reported that the Audit went well and Blum, Shapiro found no "big issues" within the finances of the Town.

Vice Chairman Fredericksen thanked Ms. Rossito for her presence at this Meeting and her explanations and clarifications of the Audit for 2012-2013.

b. *Continue Discussion of the 2014-2015 Budget*

- i. *Any further discussion of the Board's plan of approach to the Budget deliberations and scheduling of any additional Department/Agency presentations*

After the individual Board Members had had time to review the proposed 2014-2015 Budget, they reported that there are no additional departments'/agencies' representatives beyond those they chose at the March 3, 2014 Budget Meeting with whom they feel they must meet. There was a brief discussion of the department/agency meetings scheduled to-date.

- ii. *Continuance of deliberations for the individual Department/Agency budgets within the 2013-2014 Budget*
The Board Members agreed to postpone continuation of the 2014-2015 Budget reviews/deliberations until the March 17, 2014 Budget Meeting.

- iii. *Any further/final discussion in preparation for the scheduled Wednesday, March 12 joint meeting with the RSD #17 Board of Education and the Boards of Selectmen and Finance for Haddam and Killingworth*

Board Members discussed important and relevant topics and questions they might introduce at the March 12 Joint Meeting and determined that several Members of the Board will be able to attend. The Board of Education-proposed 2014-2015 Budget notebooks that had been distributed this evening were briefly reviewed and the Board Members agreed to read the material in more detail in the next few days in preparation for the meeting.

5. New Business

- a. *Discussion of/Deliberations about any new issues regarding the (current) 2013-2014 Budget (exclusive of the financial statements and Selectmen's requests discussions, noted above)*

No new issues were introduced or discussed at this meeting regarding additional 2013-2014 Budget issues.

- b. *Introduction/Discussion of any other new town issues relative to/of interest to the Board of Finance*

Board Members noted having heard that long-time Member Lucille Silvestrini had recently tendered her written resignation from this Board to Chairman Kapitulik and to the Board of Selectmen. The Board Members expressed their disappointment at this news and asked to have it included in the Meeting Minutes that they commend Ms. Silvestrini for her continual interest in both Town and taxpayer finance concerns and they want to thank her for her long service to this Board and to the Town of Haddam. The Board wishes Ms. Silvestrini every success in the future.

c. *Discussion of a Meeting Agenda order revision suggested at the March 3, 2014 Meeting (re: Public Input)*

Several Board Members believed that it is reasonable to allow a brief amount of time at the end of Meetings for members of the public to comment on or ask questions about what has transpired during the Meeting. Other expressed the need to approach a second public input period with caution, noting that while a second public input opportunity could be beneficial in clarifying some points made at the Meeting and to further communication with the public, this time during a Board of Finance Meeting should not be allowed to become time for presenting lengthy speeches or to express comments about topics unrelated to the Meeting's proceedings.

The Board Members agreed to include on future Agendas on a trial basis a second Public Input/Comment opportunity at the end of Meetings to allow for brief comments by members of the public about what had transpired during the Meeting and questions related to items discussed at that Meeting. This Public input/Comment period should remain brief and would be conducted at the discretion of the Chairman. (No Motion/Vote was deemed necessary).

6. Public Comment

Mr. Schwing thanked the Board for agreeing to give the public a second comment opportunity at the end of meetings.

7. Adjournment

Ms. Haase made the Motion seconded by Ms. DeBold to adjourn the Meeting. The Motion was approved unanimously. The Meeting was adjourned at 7:55 PM.

Respectfully submitted,

Barbara D. Galloway