

BOARD OF FINANCE
Regular Meeting
Town Office Building Annex
Wednesday, June 12, 2013
MINUTES

Approved as Printed at the July 10, 2013 Regular Meeting

In attendance: Chair Deborah Olsen, Vice Chairman David Kapitulik and Members Marjorie DeBold, and Alternate Peter Arseneault

Not present: Members Harlan Fredericksen, Lucille Silvestrini and Diane Stock, and Alternates Joseph Centofanti and Cheryl Haase

Staff In attendance: Georgia Emanuel, Financial Coordinator

Staff not Present: Barbara Galloway, Secretary

Chair Olsen called the Meeting to order at 7:04 PM.

The Pledge of Allegiance was recited.

Seating of Alternates –**Vice Chairman Kapitulik made the Motion seconded by Ms. DeBold to seat Mr. Arseneault for Mr. Fredericksen. The Motion was approved unanimously.**

1A. Public Input

There were no questions or comments by the one attending member of the public.

1. Correction/Approval of the Minutes of the May 8, 2013 Regular Meeting and the May 15, 2013 Special Meeting

Ms. DeBold made the Motion seconded by Vice Chairman Kapitulik to approve the Minutes from both the May 8, 2013 Regular Meeting and the May 15, 2013 Special Meeting. The Motion was approved unanimously.

2. Review of updated 2012-2013 Financial Statements received from the Financial Coordinator

Ms. Emanuel distributed copies of the “Adjustments to Budgeted Expenditures for July 2012 to June 2013” that had been updated to (and are dated) June 12, 2013 to show the Board Members the status of the expenditure activity, especially in specific departments, up to this day’s date, as the end of the fiscal year draws near. Ms. Emanuel had previously e-mailed to the Board Members copies of the “Adjustments to Budgeted Expenditures from July 2012 to May 2013 dated June 11, 2013”, the “Interim Trial Balance - Summary from July 2012 to May 2013” dated June 11, 2013, and the “Actual & Anticipated Revenues for July 2012 to May 2013” dated June 11, 2013 for the Board Members’ general review in preparation for discussion at this meeting. It was noted that expenditures in some specific departments are very close to, and in some cases, already beyond, their approved funding levels for the

fiscal year. This problem, which in some cases is due to changes in the State funding and/or billing to the town, was discussed briefly.

For the record: The Board Members agreed that they are aware of specific possible/probable budget spending overages in the Police, Insurances, and several other noted departments currently or by the end of the fiscal year, and that Ms. Emanuel may allow these departments to continue as they are in the overdrawn states until the end of the fiscal year, at which time the Board will address any needed department/ line transfer prior to closing the 2012-2013 fiscal year budget.

3. Selectmen's Requests

There were no selectmen's requests presented for the Board's attention at this Meeting.

4. Old Business

a. Information Requests made by the Haddam Bulletin for a planned article about the Board of Finance

Chair Olsen reminded the Board Members that Alan Aranow, a reporter for the Haddam Bulletin, had contacted her in March during the budget process and requested Board of Finance information for an article he was planning to write as part of a series on town employees and town boards and commissions. Chair Olsen had asked that Mr. Aranow (the Haddam Bulletin) postpone the article re: the Board of Finance until a less busy part of the year for the Board of Finance; to this he agreed. Chair Olsen noted that Mr. Aranow had again been in contact with her in mid-May regarding the same request for information, and included a list of questions to be considered and a request for brief biographies of each of the Board Members. Chair Olsen reported that she had responded to Mr. Aranow that she had e-mailed his list of questions to the Board Members for their consideration/discussion at this Meeting. Chair Olsen asked each of the Board Members to individually forward to Mr. Aranow a short autobiography. The Board Members discussed the questions, primarily regarding the Board of Finance's mandate and responsibilities to the town, during which they made reference to sections of the Town of Haddam Charter. Chair Olsen said that she would put together the Board Members' expressed thoughts and e-mail Mr. Aranow the Board's response to his request.

b. FEMA Storm Damage Reimbursement

Chair Olsen informed the Members that she had this evening received some information from Assistant Director of Public Works Phil Goff. This information dealt with FEMA's response to the Town's applications for federal reimbursements for the costs the Town incurred due to an unexpected increase in labor and other expenses related to the unusually fierce storms in Fall 2012 and this past Winter. Chair Olsen read aloud from the information she had received and decided that

she must ask Assistant Director Goff for further detail about the totals involved with his requests and the FEMA reimbursements that were made. The Board noted that the FEMA reimbursement funds must be repaid into the specific budget lines from which the funding was originally taken.

5. New Business

a. *Discussion of/Deliberations about any new issues regarding the 2012-2013 Budget (beyond the financial statements and selectmen's requests discussions, above)*

There was a reminder that the Board will hold its Regular Meeting in July to address some of the necessary budget transfers to begin the work of closing out the 2012-2013 fiscal year budget.

b. *Discussion of any further 2013-2014 Budget-related issues*

Mr. Emanuel informed the Board of a suggestion/recommendation she had received from the town's auditing firm representative regarding the Town's scheduled payment that is due in August from Debt Service for the new Transfer Station. The Board discussed this briefly and decided not to act on this suggestion at this Meeting, but to include it with other necessary transfers/actions that would be considered/addressed at the July Regular Meeting.

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

Chair Olsen briefly informed the Board some information she had recently received involving a piece of privately owned property in Haddam Neck and interest by the U.S. Fish & Wildlife Department.

6. Adjournment

Ms. DeBold made the Motion seconded by Vice Chairman Kapitulik to adjourn the Meeting. The Motion was approved unanimously. The Meeting was adjourned at 8:07 PM.

Respectfully submitted,

Barbara D. Galloway
Secretary