

**EAST LYME BOARD OF FINANCE
SPECIAL MEETING MINUTES
Thursday, JUNE 4th, 2009**

Members In Attendance: Steve Larcen, Chairman
Jeff Langan, Secretary
John Birmingham
Jill Carini
Bob Jones
Allan Taylor

Also In Attendance: Anna Johnson, Finance Director
Robert Kleinhans, Deputy First Selectman

Absent: No One

A. Call Meeting to Order

Chairman Larcen called this Special Meeting of the East Lyme Board of Finance to order at 7:00 PM.

B. Pledge of Allegiance

The Pledge was observed.

C. Delegations

Mr. Larcen called for delegations.

There were none.

D. Approval of Minutes

◆ **Thursday, May 7, 2009 - Special Meeting**

Mr. Larcen called for a motion for approval or any changes to the Board of Finance May 7, 2009 Special Meeting Minutes.

Mr. Larcen asked that on the first page 4 in the sixth bullet from the top of the page where Mr. Taylor is speaking that the word 'compliant' be changed to read: 'compliance'; on Page 5 under Item E. in the first bullet that the line be changed to read: 'Mr. Larcen asked what interest was used on new debt.'; and under Item F where Karen Rak is speaking that the line read: 'Asked if the Long Range Capital Plan would be made available to the public before the next Town meeting on Monday, May 11th.'

Mr. Taylor asked that on Page 5 under Item D. where he is speaking that the line read: 'Mr. Taylor asked if the \$6,000.00 was the completed bill.'

****MOTION (1)**

Mr. Langan moved to approve the Board of Finance Special Meeting Minutes of May 7, 2009 as amended. Mr. Birmingham seconded the motion.

Mr. Taylor made note that he did not find the minutes to be representative of what actually happened at this meeting and that the missing information belongs in the minutes and that he will not vote on them until they more accurately reflect what transpired at this meeting as it reflects the various actions that this Board takes.

Mr. Jones said that he agreed with Mr. Taylor that this was not an accurate representation of the events.

Mr. Larcen said that the minutes do not always capture all of the discussion and that they do not have to – they do have to capture the actions that they make decisions on. He asked that if they have additions that they feel should be made to these minutes that they please add them now.

Mr. Taylor and Mr. Jones said that they do not have that information but know from reading the minutes that the discussion rendered was not as it transpired.

Mr. Taylor added that he knew that the meeting had been taped in addition to being broadcast and that he would like to see them get the tape and correct the minutes and that he would not vote on these as they stand.

Mr. Larcen asked that they table voting on these minutes for now and try to get hold of the tape and ask the Recording Secretary to try to capture the discussion for them. He asked if Mr. Langan and Mr. Birmingham were willing to rescind their motion and second on these minutes.

Mr. Langan rescinded his motion.

Mr. Birmingham rescinded his second of the motion.

◆ **Wednesday, May 13, 2009 - Regular Meeting**

Mr. Larcen called for a motion for approval or any changes to the Board of Finance May 13, 2009 Regular Meeting Minutes.

Mr. Birmingham asked that at the very bottom of Page 3 where Mr. Langan is speaking that the next to the last line be changed to read: ‘. . . he realized that they had yet to receive a breakdown on the Police overtime . . . ‘

****MOTION (2)**

Mr. Taylor moved to approve the Board of Finance Regular Meeting Minutes of May 13, 2009 as amended.

Ms. Carini seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

Mr. Larcen noted that they were still waiting on that information regarding the Police overtime as well as other items that were listed in the other minutes.

E. Reports

a. Finance Director

Ms. Johnson noted the account status and the changes that she had provided them with this evening that had occurred from the time of the report and of the packages being put together. She said that they have not received a bank statement yet so she could not post interest. They are still showing a revenue shortfall of \$536,277 but are looking to potentially come out \$500,000 to \$550,000 to the good between Town Government and the Town for year end which will clear the shortfall.

Mr. Langan asked what Ms. Johnson was including from the Board of Ed.

Ms. Johnson said that she was using the \$90,000 figure.

Mr. Taylor commented that the Board of Ed had reduced their anticipated surplus to that figure from the higher one that they were previously hearing.

Mr. Johnson read her report and noted that they had received their LoCIP grant this week from the State in the amount of \$550,544.

F. New Business

a. Set Mill Rate for the 2009 – 2010 Adopted Budget

Mr. Larcen called for a motion.

****MOTION (3)**

Mr. Langan moved that the FY 2010 mill rate be set at 19.186 mills.

Ms. Carini seconded the motion.

Mr. Taylor said that he felt it important to state that this is the exact mill rate as the prior year – there is no increase and no decrease.

Ms. Johnson added that it is based on a 98.4% collection rate.

Vote: 6 – 0 – 0. Motion passed.

b. Appropriation of 2009 DUI Enforcement Grant

Sgt. Blanchette explained that they applied for and had been awarded a DUI Federally Funded Grant intended to reduce the driving injuries and fatalities through increased high-visibility DUI enforcement. This grant starts in October and works through September of the following year. They had started this grant program DUI Enforcement in January of this year and plan on running through September. The grant is 75% reimbursable by the Federal Government and the Town pays 25% of the officer's time spent on enforcement of this DUI program. They have so far, been taking money from the Overtime line item to cover this program. Since it started, it has resulted in 9 DUI arrests, 6 with warrants and over 300 tickets. He noted that with the tickets that \$10 from each of them comes back to the Town and that this more than makes up for the 25% that the Town pays as its portion of this grant. This also puts more officers out on the roads. He said that he would like to continue this program.

Mr. Larcen called for a motion.

****MOTION (4)**

Mr. Taylor moved to appropriate \$11,304 of the 2009 Driving While Under the Influence Grant in the 2008/09 budget as follows: \$9,858 to account 9-01-25-216-100-514 (OT), \$984 to account 9-01-01-113-100-121 FICA/Medicare and \$462 to account 9-01-01-114-100-123 (Workers Comp);

To approve a transfer in the amount of \$3,286 from account 9-01-01-120-100-500 (Town Payroll Pending PR Change Contingency) to account 9-01-15-216-100-514 (OT);

To appropriate \$14,532 of the 2009 Driving While Under the Influence Grant in the 2009/2010 budget as follows: \$12,936 to an account to be established titled (Grant Overtime), \$990 to account 9-01-01-114-100-121 FICA/Medicare and \$606 to account 9-01-01-114-100-123 (Worker's Comp);

and to approve a transfer in the amount of \$4,814 from account 9-01-01-120-200-500 (Contingency) as follows: \$4,312 to an account to be established titled (Grant Overtime), \$330 to account 9-01-01-114-100-121 FICA/Medicare and \$202 to account 9-01-01-114-100-123 (Worker's Comp).

Mr. Jones seconded the motion.

Mr. Taylor asked what the Board of Selectmen had voted on at their meeting the previous evening as he felt that they should be moving and voting on the same things.

Mr. Kleinhans said that they had received the same information that they were looking at and that they had moved the four areas as indicated.

The Board thanked Sgt. Blanchette for all of his efforts and hard work on behalf of the Town.

Vote: 6 – 0 – 0. Motion passed.

c. Ratify fiscal year transfers in the amount of \$105,941.44 made within departmental budgets

Mr. Larcen called for a motion.

****MOTION (5)**

Mr. Langan moved to ratify departmental transfers in the amount of \$105,941.44 processed for fiscal year end June 30, 2009. (List attached at end of minutes)

Mr. Birmingham seconded the motion.

Mr. Taylor said for the record, that his opinion has always been that these transfers are not necessary, and that as a part of the budget the performance of the prior year is impossible to follow when you move finances around to justify not presenting a budget that covers what is necessary in the first place. He said that he does not agree with doing this and that it 'sanitizes' a budget that was not presented correctly to begin with.

Mr. Larcen noted that unemployment was increased and asked if it was from reductions in the work force or what had driven it.

Ms. Johnson said that it was not necessarily that as they had only reduced hours, but rather that they had some people who left on their own and then subsequently became unemployed and as such, we would have to pay our share of this.

Mr. Langan noted that they were transferring \$40,000 to Police Overtime and asked about this.

Sgt. Blanchette said that they were filling the shifts with officers on overtime as they did not have the 21 officers that they needed to fill the shifts and only had 17 when he first arrived here. However, without any unforeseen circumstances he said that he thinks that they should be okay in the new fiscal year and that the full staffing should help greatly.

Vote: 5 – 0 – 1. Motion passed.
Abstained: Mr. Taylor

d. Approve fiscal year end transfers in the amount of \$174,516

Mr. Larcen called for a motion.

****MOTION (6)**

Mr. Langan moved to approve various year end transfers in the amount of \$174,516.00 to be processed for fiscal year end June 30, 2009. (List attached at end of minutes)

Ms. Carini seconded the motion.

Mr. Langan asked about the legal at \$99,000 and if they are done with the cases that they had heard about previously.

Ms. Johnson said that she thought that they still have more to go on this with respect to the labor issues although they are almost through them.

Mr. Taylor said that there were a lot of them and that once they are cleaned up that they should be okay.

Mr. Langan said that he thought that they were supposed to be done by now.

Ms. Johnson said that as she recollected that there were some extensions of time which have stretched them out a bit while not adding to the cost.

Mr. Langan asked that this be spoken to and addressed at their July meeting so that they will better know what their vulnerability might be here.

Mr. Taylor noted that on the spreadsheet with the transfers that they had received that there was an amount of \$1250 missing this morning and asked if the Board of Selectmen voted on the correct amount of \$174,516.00.

Ms. Johnson said that the Board of Selectmen voted on the corrected information and that she had presented it to them.

Vote: 5 – 0 – 1. Motion passed.
Abstained: Mr. Taylor

e. Approve fiscal year end transfers for Public Works and other departments in the amount of \$240,382.75

Mr. Larcen called for a motion.

****MOTION (7)**

Mr. Langan moved to approve various transfers for Public Works and other departments in the amount of \$240,382.75 to be processed for fiscal year end June 30, 2009. (List attached at end of Minutes)

Ms. Carini seconded the motion.

Mr. Taylor asked what the Board of Selectmen had voted on the previous evening as they were just given this information this evening.

Ms. Johnson said that they were given the same spreadsheet the previous evening.

Mr. Birmingham asked when they pick an account to transfer funds from who approves this.

Ms. Johnson said that Mr. Formica does after it comes as a request from a department head who has discussed it with her and she discusses it with Mr. Formica.

Mr. Larcen asked about the road reconstruction line as they have some encumbrances.

Ms. Johnson said that only some of it would be affected.

Vote: 5 – 0 – 1. Motion passed.
Abstained: Mr. Taylor

G. Old Business

◆ Member for Pension Committee

Mr. Larcen noted that at their last meeting that Mr. Formica had requested that a member of this Board serve on the Pension Committee and that in his absence at that meeting, the Board had indicated that Mr. Taylor has a lot of experience in this area and had nominated him to be the person who would represent them. He asked Mr. Taylor if he would be interested in serving.

Mr. Taylor said that he would be happy to serve on the Pension Committee.

H. Public Discussion

Mr. Larcen called for Public Discussion.

There was none.

I. Board Comments

Mr. Larcen noted that there are a lot of things that they were to receive information on that was listed in previous meeting minutes and are still outstanding. He said that he would like them to be given to them at their July meeting and asked Ms. Johnson to speak with him prior to that meeting so that they could go over the items and not lose sight of them.

Ms. Johnson said that she would.

J. Adjournment

****MOTION (8)**

Mr. Langan moved to adjourn this Regular Meeting of the East Lyme Board of Finance at 7:57 PM.

Mr. Jones seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

Respectfully submitted,

Karen Zmitruk,
Recording Secretary