

REGULAR MEETING MINUTES Wednesday, MAY 13th, 2009
EAST LYME BOARD OF FINANCE

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

Also In Attendance: Paul Formica, First Selectman
 Anna Johnson, Finance Director

Absent: Allan Taylor

A. Call Meeting to Order

Chairman Larcen called this Regular 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.

Tax Collector, John McCulloch said that he had come this evening to present an update on collections and his Suspense List 1999-2007 which is required of him to present to the Board of Finance each year. He explained that the total amount of \$37,928.11 while deemed uncollectible at this time; does remain due to the Town and is not abated as a tax liability of the person against whom it is levied and is collectible. The \$37,928.11 represents 224 individual accounts with 96% being for motor vehicles and 4% for personal property. Since January 1, 2005, they have used "Accurint" an on-line search tool for help in locating taxpayers who have over-due taxes. Through December 2008, they have had 3,859 successful searches that has resulted in the collection of \$229,549.78 at a cost of \$1,360.10 to the Tax Office; representing an investment of 6 tenths of a penny for each dollar collected. He asked that they accept his report.

Mr. Larcen said that they would add it to the agenda under New Business.

Robert Gadbois, 358 Boston Post Road said that he would like to see a little common courtesy from the Board. The last time that he spoke before them in the INTV room at the High School; he spoke regarding the Astro turf field and there was snickering from a Board member. He said that he does not find that behavior courteous or appropriate.

Karen Rak, 27 Black Point Rd. said that she enjoys Mr. McCulloch's tax reports and finds the information beneficial to the taxpayers.

D. Approval of Minutes

◆ **Monday, March 30, 2009 - Special Meeting**

Mr. Larcen called for a motion for approval or any changes to the Board of Finance March 30, 2009 Special Meeting Minutes.

Mr. Larcen asked that on the first page at the bottom that 'contacted' be changed to read: contracted;
 Mr. Larcen asked that on Page 8 in the first line where he is speaking that the word: 'compared' be inserted before: 'to year to date budget but they

****MOTION (1)**

Mr. Jones moved to approve the Board of Finance Special Meeting Minutes of March 30, 2009 as amended.

Mr. Larcen seconded the motion.
Vote: 5 – 0 – 0. Motion passed.

◆ **Tuesday, March 31, 2009 - Special Meeting**

Mr. Larcen called for a motion for approval or any changes to the Board of Finance March 31, 2009 Special Meeting Minutes.

Mr. Larcen asked that the spelling of his last name beginning on Pages 3 and 3 be corrected to read: Larcen. He also asked that on Page 3 in the fourth paragraph down that 'incite' be changed to read: insight On page 4 in the next to the last paragraph that 'principal' be changed to read: principle

****MOTION (2)**

Ms. Carini moved to approve the Board of Finance Special Meeting Minutes of March 31, 2009 as amended. Mr. Langan seconded the motion.
Vote: 5 – 0 – 0. Motion passed.

◆ **Monday, April 6, 2009 - Special Meeting**

Mr. Larcen called for a motion for approval or any changes to the Board of Finance April 6, 2009 Special Meeting Minutes.

****MOTION (3)**

Mr. Jones moved to approve the Board of Finance Special Meeting Minutes of April 6, 2009 as presented. Mr. Langan seconded the motion.
Vote: 5 – 0 – 0. Motion passed.

◆ **Wednesday, April 8, 2009 - Regular Meeting**

Mr. Larcen called for a motion for approval or any changes to the Board of Finance April 8, 2009 Regular Meeting Minutes.

****MOTION (4)**

Mr. Jones moved to approve the Board of Finance Regular Meeting Minutes of April 8, 2009 as presented. Mr. Langan seconded the motion.
Vote: 5 – 0 – 0. Motion passed.

◆ **Tuesday, April 14, 2009 - Special Meeting**

Mr. Larcen called for a motion for approval or any changes to the Board of Finance April 14, 2009 Special Meeting Minutes.

Mr. Langan asked that on Page 6 in the middle of the page where he is speaking that 'she' be changed to read: he

****MOTION (5)**

Mr. Jones moved to approve the Board of Finance Special Meeting Minutes of April 14, 2009 as amended. Ms. Carini seconded the motion.
Vote: 5 – 0 – 0. Motion passed.

◆ **Monday, April 27, 2009 – Public Hearing**

Mr. Larcen called for a motion for approval or any changes to the Board of Finance April 27, 2009 Public Hearing Minutes.

****MOTION (6)**

Mr. Jones moved to approve the Board of Finance Public Hearing Minutes of April 27, 2009 as presented. Mr. Langan seconded the motion.
Vote: 5 – 0 – 0. Motion passed.

◆ **Monday, April 27, 2009 – Special Meeting (after Public Hearing)**

Mr. Larcen called for a motion for approval or any changes to the Board of Finance April 27, 2009 Special Meeting Minutes.

****MOTION (7)**

Mr. Jones moved to approve the Board of Finance Special Meeting Minutes of April 27, 2009 as presented.
Mr. Langan seconded the motion.
Vote: 5 – 0 – 0. Motion passed.

E. Reports
a. First Selectman

Mr. Formica reported that the Town Meeting had gone very well the other evening and reminded them of the referendum on the budget on May 22, 2009 from 6 AM to 8 PM. He said that he has spoken with Mr. Seery who has told him that talks are on-going and that he would have a report for them next month.

Mr. Larcen noted the open item of a Pension Committee and the need for someone from the Board of Finance to work on it and asked when that would be set up.

Mr. Formica said that it should be soon and that he was not quite sure of how many people would be on it but has someone interested from the outside, he will be on it, Ms. Johnson and someone from the Board of Finance.

Mr. Larcen said that he would like to keep this separate from the other subcommittees of this Board. He then asked the sentiment of the Board regarding the pension subcommittee and if one of them were interested in being a part of it.

Mr. Jones said that Mr. Taylor has knowledge of this type and that he would nominate him for the representative member from the Board of Finance.

Mr. Larcen said that he would contact Mr. Taylor and let him know and ask if he is interested.

b. Finance Director

◆ **Update on Account Reconciliations**

Ms. Johnson read her report and noted that some of the larger accounts were behind on their revenues for the year thus far.

Mr. Larcen asked if there was any improvement in the conveyance taxes.

Ms. Johnson said that she has spoken with the Town Clerk and that Ms. Williams said that she still feels that they will reach their target as they do have \$8,000+ days. She noted that they are still coming up about \$500,000 short of projection.

Mr. Larcen asked if there was anything that she felt could be more optimistic by the end of the year.

Ms. Johnson said that between the Tax Collector, Town Clerk and possibly building permits and landfill deposits that they could improve.

Ms. Carini asked about the Main St. program as it was showing a payment.

Ms. Johnson said that they had just cut that check recently. She added that they wait for the Services to Community items to provide supporting documentation before any payment is released to them.

Mr. Larcen asked about any inter-departmental transfers that would be done prior to year end and if they would be brought to them prior to the fiscal year end.

Ms. Johnson said yes, they anticipate bringing them to the June meeting.

Mr. Langan asked Ms. Johnson if she had any insight on how they might end the year.

Ms. Johnson said that she has not worked that out recently however, she would anticipate finishing to the 'good'.

Mr. Langan suggested that with the revenue loss that it might be a 'wash' instead. He added that in looking over the minutes that he realized that they had to received a breakdown on the Police overtime and asked that they be given that information.

Ms. Johnson said that she would get it for the next meeting of the Board if not earlier.

Mr. Larcen asked about the time frame after the referendum to set the mill rate as he would like to do that at the regular meeting of the Board in June rather than to set a special meeting.

Mr. Formica and Mr. McCulloch said that they felt that the regular meeting date in June would be okay.

Mr. Larcen asked for a motion to add "Action on Tax Collector Suspense List" to the agenda under New Business.

****MOTION (8)**

Mr. Jones moved to add "Action on Tax Collector Suspense List" to the agenda as Item D under New Business and to act on that item first.

Ms. Carini seconded the motion.

Vote: 5 – 0 – 0. Motion passed.

F.

New Business

a. Discussion and possible action to appropriate \$35,000 National Fish and Wildlife Foundation Grant.

Mr. Larcen called for a motion.

****MOTION (9)**

Mr. Jones moved to appropriate the \$35,000 National Fish and Wildlife Foundation Grant to construct the real-time stormwater monitoring component of the Hole-in-the-Wall outdoor classroom project to an account to be established titled "Hole in the Wall Classroom".

Mr. Langan seconded the motion.

Mr. Formica said that this is the final part of the Hole in the Wall project and that it is fully reimbursable.

Mr. Larcen asked how the classroom would be used.

Mr. Formica said that there are a number of ways that they are participating – the Children's Museum is talking about doing raindrops on the sidewalk to try to equate it to real time. They also anticipate a lot of internet opportunities to learn from this and they are making signs for the different stations.

Mr. Larcen said that it looks like there were donations from a lot of companies.

Mr. Formica said yes and added that this was basically funded by STEAP grant monies and that some of the things they will be able to do is to measure the run-off on the different sides.

Vote: 5 – 0 – 0. Motion passed.

b. Discussion and possible action to appropriate \$25,000 Long Island Sound Grant.

Mr. Larcen called for a motion.

****MOTION (10)**

Mr. Langan moved to appropriate the \$25,000 Long Island Sound Grant to construct a fishing pier in Cini Park to an account to be established titled "Cini Park Fishing Pier LIS Grant".

Mr. Birmingham seconded the motion.

Mr. Formica noted that this is for the handicap accessible fishing pier that will be expandable and works in conjunction with the next grant that they will be discussing.

Vote: 5 – 0 – 0. Motion passed.

c. Discussion and possible action to appropriate \$50,000 OPM Grant.

Mr. Larcen called for a motion.

****MOTION (11)**

Mr. Langan moved to appropriate the \$50,000 OPM Grant to construct a fishing pier in Cini Park and extend the existing sidewalk to the pier, to an account to be established titled "Cini Park Fishing Pier OPM Grant".

Mr. Jones seconded the motion.

Mr. Formica noted that a lot of work was done on this prior to his time here and that time was running out on the grant and he asked for a two year extension of time which was granted.

Vote: 5 – 0 – 0. Motion passed.

d. Discussion and possible action on Tax Collector Suspense List - \$37,928.11

Mr. Larcen called for a motion.

****MOTION (12)**

Mr. Langan moved to approve the Tax Collector Suspense List for 1999-2007 in the amount of \$37,928.11.

Mr. Birmingham seconded the motion.

Vote: 5 – 0 – 0. Motion passed.

Mr. Larcen noted that he had signed the Suspense List dated 5/13/09.

G. Old Business

◆ **Sub-Committee Report: Financial Policies**

Mr. Langan said that now that the budget process and audit are done that they would be setting up meetings to work on this.

H. Public Discussion

Mr. Larcen called for Public Discussion.

There were none.

I. Board Comments

There were none.

J. Adjournment

****MOTION (13)**

Mr. Jones moved to adjourn this Regular Meeting of the East Lyme Board of Finance at 8:17 PM.

Mr. Langan seconded the motion.

Vote: 5 – 0 – 0. Motion passed.

Respectfully submitted,

Karen Zmitruk,
Recording Secretary