

**EAST LYME BOARD OF FINANCE  
REGULAR MEETING MINUTES  
Wednesday, MAY 10th, 2017**

**Members in Attendance:** Camille Alberti, Chairperson  
Lisa Picarazzi, Vice-Chairperson  
Peter DeRosa  
Beth Hogan

**Also In Attendance:** Mark Nickerson, First Selectman  
Anna Johnson, Finance Director  
Jeffrey Newton, Superintendent of Schools  
Barbara Senges, Board of Education  
John McCulloch, Tax Collector

**Absent:** Jason Pazzaglia, William Weber

**A. Call Meeting to Order**

Chairperson Alberti 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.

**FILED**

**C. Delegations**

Ms. Alberti called for delegations.  
There were no delegations.

May 15 20 17 AT 10:05 AM/PM  
Karen Galbraith, etc  
EAST LYME TOWN CLERK

**D. Approval of Minutes**

▪ **Special Meeting – April 3, 2017**

Ms. Alberti called for a motion for approval or any changes to the Board of Finance Special Meeting Minutes of April 3, 2017.

Ms. Picarazzi asked that on Page 5 in the middle of the page where Ms. Hogan is speaking that 'form' be changed to read: from.

**\*\*MOTION (1)**

Ms. Hogan moved to approve the Board of Finance Special Meeting Minutes of April 3, 2017 as amended.  
Mr. DeRosa seconded the motion.  
Vote: 4 – 0 – 0. Motion passed.

▪ **Regular Meeting – April 12, 2017**

Ms. Alberti called for a motion for approval or any changes to the Board of Finance Regular Meeting Minutes of April 12, 2017.

**\*\*MOTION (2)**

Ms. Hogan moved to approve the Board of Finance Regular Meeting Minutes of April 12, 2017 as presented.  
Ms. Picarazzi seconded the motion.  
Vote: 4 – 0 – 0. Motion passed.

▪ **Special Meeting – April 17, 2017**

Ms. Alberti called for a motion for approval or any changes to the Board of Finance Special Meeting Minutes of April 17, 2017.

**\*\*MOTION (3)**

Ms. Hogan moved to approve the Board of Finance Special Meeting Minutes of April 17, 2017 as presented.

Mr. DeRosa seconded the motion.

Vote: 4 – 0 – 0. Motion passed.

▪ **Public Hearing – April 24, 2017**

Ms. Alberti called for a motion for approval or any changes to the Board of Finance Public Hearing Minutes of April 24, 2017.

**\*\*MOTION (4)**

Ms. Hogan moved to approve the Board of Finance Public Hearing Minutes of April 24, 2017 as presented.

Mr. DeRosa seconded the motion.

Vote: 4 – 0 – 0. Motion passed.

▪ **Special Meeting – April 24, 2017**

Ms. Alberti called for a motion for approval or any changes to the Board of Finance Special Meeting Minutes of April 24, 2017.

Ms. Picarazzi asked that on Page 3 in Motion (5) that Department be changed to read: Station.

**\*\*MOTION (5)**

Ms. Hogan moved to approve the Board of Finance Special Meeting Minutes of April 24, 2017 as amended.

Mr. DeRosa seconded the motion.

Vote: 4 – 0 – 0. Motion passed.

**E. Reports**

◆ **Board of Education**

Ms. Senges from the Board of Ed reported that they have had some brief meetings on where to make the cuts for the \$225,000. They are still working on that as there were many other meetings that precluded them from meeting. They hired a Middle School Principal to replace Ms. DeLeeuw who is retiring. They had many excellent candidates. Also, the Policies/Laws have had to be updated and changed – they have a policy committee that has been working on that. They are still finalizing the Strategic Plan – she noted that the Salem School District hired the very same consultants to help them write their strategic plan.

Jeffrey Newton, Superintendent of Schools said that they are getting ready for the filing by the end of June for the school bonding project. The education specs have to be done for reach of the schools. He said that they have Mr. Russell helping them out at no cost. They will be looking to get on the Board of Selectman's agenda very soon.

Ms. Picarazzi asked about the re-districting.

Mr. Newton said that it would be a phasing and re-districting and that it would follow the alterations. They would work on it in the fall.

Ms. Picarazzi asked if there was any feedback from the public.

Mr. Newton said no adding that they have sent out a letter to the parents.

Ms. Picarazzi said that they have spoken about an unexpended funds account and asked where they are with that.

Mr. Newton said that it is an agenda item that they have not come to yet – as he wants to speak to the Board of Ed on it first.

◆ **First Selectman**

Mr. Nickerson reported on the following:

- The budget is somewhat in the rear view for now – the referendum will be held on May 18, 2017
- The State economy is far worse than it was before and they do not know where it will go

Ms. Hogan said that she has heard that a revised budget with revenues is due by the end of the week and the republicans and democrats are also expected to put out budgets at the end of the week – some of the items on the table are the tolls, casinos and pot.

Mr. Nickerson continued:

- They welcomed Mike Finkelstein at a reception earlier this evening at Smarty's. They are targeting June 12, 2017 as the date that he takes over and the State Police are done. The State Police are aware of this date.
- The Fire Study has been received and distributed to the Fire chiefs, fire Marshal and the Ambulance Association so that they can review it to make sure that the information is correct factually. It would then go back for any corrections and then to the Board of Selectmen where it will become a working document.

Ms. Picarazzi asked if there was anything that he wanted to share.

Mr. Nickerson said that there are a number of items that hinge on each other. A Public Safety Director may be a viable method but it is more of a pathway plan to move into the future with.

- The Mobil station will be coming down in the next few weeks.
- The Band shell is being built at McCook's.

Ms. Picarazzi asked who would be taking it down.

Mr. Nickerson said that it was Mel Wiese – who has also done the Boardwalk and is working on the Crescent Beach project.

Ms. Alberti asked about the bid numbers on the demo of the old Mobil Station and how the contractor that we picked compared.

Mr. Nickerson said that they had received at least four or five bids and the contractor chosen was the low bid.

Ms. Alberti asked Ms. Johnson to get those numbers for them.

Ms. Johnson said that she would.

#### ◆ Finance Director

Ms. Johnson said that they had received the reports in their packets. She noted that they received the final ECS payment in April and synopsisized the larger items on the report. She asked if they had any questions.

Ms. Picarazzi asked about the control totals on the 14 page report noting that they are different.

Ms. Johnson said that there is no uniformity as it is by account group segments. She suggested that they utilize the more complete detail expenditure report which also has the encumbrances.

Ms. Picarazzi said that she was concerned with the Health/Dental which was 99% spent.

Ms. Johnson said that is because they have made the last payment for the year so that account is okay. She also explained Contingency noting that the wage account was set up specifically for the bargaining unit wages.

Mr. Nickerson said that if they were not in negotiation then they would not anything in that account as the dollars would be built into the budget per the contract.

Ms. Picarazzi asked how they could optimize Radio Maintenance under the Police budget.

Ms. Johnson said that she would speak with Sgt. Macek on it and let them know.

Ms. Picarazzi asked about the police uniforms that have 60% left in the line item.

Ms. Johnson said that they come in during June for that remaining money.

Ms. Picarazzi asked Ms. Johnson if she had any areas of concern.

Ms. Johnson said that they would need additional funding for Niantic Fire for overtime – probably in the \$5000 to \$6000 range. She said that she would come in with the detailed information. Also, the Police overtime is going to be cutting it very close.

## **F. New Business**

### **a. Discussion/Action Tax collection Suspense List 2004 – 2015 in the amount of \$46,101.22**

Mr. Nickerson said that John McCulloch was here to answer any questions.

Ms. Picarazzi asked if this is a typical year.

Mr. McCulloch said yes.

Mr. DeRosa asked how long they would go after these accounts.

Mr. McCulloch said that while the people have moved out of State, they would be caught when they come back in and that the accounts are always deemed collectible. He noted that the tax collections so far are up by \$50,000.

Ms. Johnson explained that they base the collection rate on 98.6% of the grand list and that as houses are finished pro-rated bills are sent out.

Ms. Hogan asked if the sheriff still goes out after the people.

Mr. McCulloch said yes he does and added that Waterford uses the same sheriff.

**\*\*MOTION (6)**

Ms. Alberti moved to approve the Tax Collection Suspense List 2004-2015 in the amount of \$46,101.22.

Ms. Picarazzi seconded the motion.

Vote: 4 – 0 – 0. Motion passed.

**b. Set Meeting Date for Mil Rate**

Ms. Alberti recapped that the discussion was with respect to May 31, 2017 as the date for this however she will not be available and had proposed June 7, 2017 as the date.

Mr. McCulloch said that it takes them a good 30 days to get the tax bills done and out and that right after the Referendum would be a better time.

Ms. Hogan suggested that they do it as soon as possible after the referendum on May 18, 2017.

After discussion, Monday, May 22, 2017 was agreed upon.

**\*\*MOTION (7)**

Ms. Alberti moved to set a mil rate meeting date of Monday May 22, 2017 at 7 PM.

Ms. Picarazzi seconded the motion.

Vote: 4 – 0 – 0. Motion passed.

**c. Enter into Executive Session – Re: Contract Negotiations**

**\*\*MOTION (8)**

Ms. Hogan moved to enter into Executive Session at 7:52 PM for the purpose of discussion of contract negotiations inviting Mr. Nickerson and Ms. Johnson to join them.

Ms. Picarazzi seconded the motion.

Vote: 4 – 0 – 0. Motion passed.

**\*\*MOTION (9)**

Ms. Hogan moved to return to Regular Session at 9:07 PM with no action taken in Executive Session.

Mr. DeRosa seconded the motion.

Vote: 4 – 0 – 0. Motion passed.

**G. Old Business**

**a. Purchasing Policy**

Ms. Alberti asked for an update.

Mr. DeRosa said that they have scheduled a meeting for the upcoming week.

**b. BOE Permanent Maintenance Account**

Ms. Alberti reported that Mr. Newton is going back to the board of Ed to see if they want to do this. The Board of Finance has the authority to grant them the authority to roll over up to 1% of their budget (this year that would be approx. \$470,000). She said that the thought was that it would be an incentive for them to save for the turf field replacement. The Town Attorney said that if they were interested in doing this that they should set it up for the next fiscal year.

Ms. Hogan said that the 1% is something that they are allowed to spend on whatever they want to and that they could not force them to save it for the turf field replacement.

Ms. Picarazzi said that if that happened then when that time came, they would not appropriate them the funds to fix the fields.

Mr. Nickerson said that hypothetically other Board of Finance members at that time may not say that and then the BOE does not save for it and the Board of Finance members give them the funds anyway.

Ms. Alberti said that the Board of Finance can set up the account that it goes into and that she wants to keep it on the agenda as an action item for next month.

**c. Study other Town Wages & Benefits**

Ms. Alberti said that they had already discussed this item during Executive Session.

**H. Public Discussion**

Ms. Alberti called for Public Discussion.  
There was no Public Discussion.

**I. Board Comments**

Ms. Alberti called for Board comments.  
There were no comments from the board.

**J. Adjournment**

Ms. Alberti called for a motion to adjourn.

**\*\*MOTION (10)**

Ms. Picarazzi moved to adjourn this Regular Meeting of the East Lyme Board of Finance at 9:17 PM.

Mr. DeRosa seconded the motion.

Vote: 4 – 0 – 0. Motion passed.

Respectfully submitted,

Karen Zmitruk,  
Recording Secretary