

BOARD OF FINANCE

Minutes of the Regular Meeting held on January 18th 2018

Regular Members

Present

N John LaPorta (CHM)
Y Lisa Lansing
Y David Hubbard
Y William Hurlburt
Y Janet Sanders
N Joseph Pryor

Others

Gordon M Ridgway, First Selectman
John Green, Treasurer
Barbara Herbst, BoF Clerk
Roger Kane

Alternate Members

Y K.C. Baird
Y Darilyn Woods

Call to Order

7:32 p.m.

Vice Chairman

Lisa Lansing elevated Alternate Members K.C. Baird and Darilyn Woods to sit for Joe Pryor and John LaPorta respectively.

1 - Additions

None

2 - Minutes

Minutes for the 11/16/17 meeting were provided to all members via email as well as distributed at the meeting.

Motion

Bill Hurlburt Made a motion to approve the minutes as presented.

David Hubbard Seconded the motion.

Motion passed unanimously

3 - Correspondence

None

4 - Reports

Board of Selectmen

First Selectman Ridgway reported on the following items

- a) The State transportation fund is out of money, the second installment of T.A.R. will not be distributed by the State of Connecticut to municipalities. This will translate to a \$112,301.45 loss of revenue to the Town of Cornwall for FY '18.
- b) In a meeting with the Engineer for the West Cornwall Wastewater project, the Engineer said that multiple state projects that they are involved with are on hold as well due to the lack of funds available from the State.
The West Cornwall Wastewater project committee has been receiving input from citizens and currently they are looking into alternative locations. The committee is a ways away from having anything to present on that matter.
- c) The household fuel program executed by the Social Service office through the Food and Fuel fund has expanded the amount of subsidy provided to applicants, this is due to increase needs and availability of funds.
- d) There will be some renovation projects at the WC Firehouse, the first order of business will be insulation.
- e) To date, there have been 13 winter storms. The expenses for salt and sand are well within budget however there have been some equipment issues, one that necessitates rebuilding a motor on one plow truck.
- f) The first facilitated meeting to discuss the "Future Educational Opportunities for Cornwall Students" being sponsored by the Board of Education will be held on 1/19/18, all are encouraged to attend and participate.
- g) The bridge program is well underway, Flat Rocks road bridge was completed under budget and on time. The focus now is on Smith Place bridge and the Gravel Bank bridge. Roger Kane was invited to provide additional detail regarding the process and requirements of replacing these two bridges. Roger gave information as requested. David Battista will do the preliminary engineering to facilitate issuance of an RFP for both projects. The RFP will be considered "design build" which enables the bidding contractors to propose changes in the design to realize cost efficiencies as well as precision estimates in timing and completion of the projects.

Finance Director

A handout regarding the Municipal Fiscal Indicators was provided, all members were encouraged to access the web link provided to get further information. Brief discussion encompassed the compliance reporting on the municipal expenditure cap.

A copy of the proposed FY '19 budget for the Finance office was provided to all members present and is appended to these minutes.

Motion

Bill Hurlburt Made a motion to approve the proposed budget as presented.

Darilyn Woods Seconded the motion.

Motion passed unanimously

None

Lisa Lansing Made a motion to adjourn the meeting.

Bill Hurlburt Seconded the motion

Asked for any discussion.

Motion

Motion passed unanimously

8:07 PM


Barbara E. Herbst, Board Clerk

Submitted:

Note:

Minutes remain "Draft" until accepted at the next regular scheduled meeting, please see subsequent meeting minutes for any corrections to these minutes.

Finance Department Proposed Budget (Worksheet) FY 2018-2019

Town Meeting
to be held 5/18/2018
@7:30 p.m.

	FY 2016-2017	FY 2017-2018		FY 2018-2019	Difference Budget 18 and Proposed Budget 19	% of change
	Actual	YTD 1/17/18	Approved Budget	Proposed		
Finance Department						
53402 · Treasurer's Salary	3,175	1,635	3,270	3,368	98	3.01%
53403 · Finance Director Sala	36,306	21,574	37,395	38,517	1,122	3.00%
Treasurer's Clerk Expense	0	0	1	1	0	0.00%
53505 · Office Supplies	1,251	686	1,000	1,000	0	0.00%
53507 · Printing	2,500	2,650	2,860	2,860	0	0.00%
53515 · Computer	1,422	980	1,500	1,500	0	0.00%
53546 · Postage	809	605	1,000	1,000	0	0.00%
53550 · Town Audit	14,750	13,850	14,750	14,750	0	0.00%
Total Finance Department	60,214	41,980	61,776	62,996	1,220.39	1.98%

Approved by BoF:

Appendices One