

**Preston Board of Finance
Regular Meeting
Wednesday January 17, 2018
7:00 pm
Preston Town Hall Conference Room**

1. Call to Order

Melissa Lennon, Chair called the meeting to order at 7:10 pm

Roll Call

Members

Melissa Lennon – Chair
Jerry Grabarek – arrived at 7:12 pm
Stacey Becker
Dan Duprey
Keith Wucik
Ken Zachem

Alternates

Ian Stammel – seated until arrival of J. Grabarek
Lennie Spencer - seated

Also Present

1st Selectman Robert Congdon
Selectman Lynwood Crary
Selectman Mike Sinko
John Spang, Finance Director

**A motion was made by K. Zachem and seconded by D. Duprey to add next on the agenda
Resolution Recommending an Appropriation and Bond Authorization.
All in favor. Motion carries.**

**2. Resolution Recommending an Appropriation and Bond Authorization of \$3,560,000 for the
Fiscal Year 2018-2022 Capital Projects Plan**

**A motion was made by S. Becker and seconded by K. Zachem to approve the Resolution
Recommending an Appropriation and Bond Authorization of \$3,560,000 for the Fiscal Year 2018-
2022 Capital Projects Plan.
All in favor. Motion carries**

**A motion was made by M. Lennon and seconded by K. Zachem to move up next on the agenda
Unfinished Business, a. Town Meeting: State Trooper & 5 Year Capital Projects Plan.
All in favor. Motion carries.**

3. Unfinished Business

a. Town Meeting: State Trooper & 5 Year Capital Projects Plan

**M. Lennon explained that the cost to hire a state Trooper has changed from \$61,000 to \$47,000
because the Referendum will not be held until February so the trooper would be hired later and
the costs will be lower.**

A motion was made by J. Grabarek that the BoF recommend the appropriation of Not to Exceed \$47,000 for an additional state trooper for the remainder of this fiscal year.

Yes	NO
Melissa Lennon	Ken Zachem
Jerry Grabarek	
Lennie Spencer	
Stacey Becker	
Dan Duprey	
Keith Wucik	

Motion carries.

4. Approve Meeting Minutes
a. December 20, 2017 Regular Meeting
b. January 3, 2018 Special Meeting

A motion was made by K. Zachem and seconded by S. Becker to approve the December 20, 2017 Regular Meeting minutes as presented.
All in favor. Motion carries

A motion was made by D. Duprey and seconded by S. Becker to approve the January 3, 2018 Special Meeting minutes as amended.
All in favor. Motion carries

Page 1; *The meeting was called to order at 7:05*
Page 2; *He explained that the impact of this 5- 15 year bond wasn't all that significant to the taxpayer.*
Page 3; *School buses – not buying them all at once is a good idea- staggering 2 or 3 a ~~year~~-year is much more .*
Page 4; *\$110,000 – Preston Plains parking area*
Page 4; *95,000 – ~~buses and~~ bus garage lot*

5. Correspondence
None

6. Town Revenue Status & Financial Report

John Spang, Director of Finance

- Everything on schedule
- J. Spang shared CCM's December issue of Municipal Labor Relations Data Reporter.

S. Becker noted that when looking at prior year's property taxes, the Town is above where it thought it would be and doing well.

a. State Budget Impact Updates

- J. Spang noted that in this session they are only supposed to talk about the budget, but anything coming up.

S. Becker asked if the Town is running into any problems because the State hasn't given money that the Town budgeted based on the approved State budget in October.
J. Spang answered that the Town would not see any impacts until May or June.

S. Becker asked if there is a way to update the actual approved State budget numbers.
1st Selectman Congdon stated that he will formulate those figures for Monday night's meeting.

7. Board of Education Financial Report

John Spang, Director of Finance

- Figures are the same as last month.
- 2 high cost special education students have exited their programs which may result in \$150,000 savings.

8. Board of Selectmen Financial Report

- Town is ahead on the cost of snow and ice removal.

9. Preston Redevelopment Agency

Bill Legler, PRA Finance

- Jewett City Savings account is \$3, 182.94.
- Monthly expenditures \$3745.72.
- Scrap Account \$88, 341.38 is not cash, it is in kind service.
- BL presented a Task Order Report with 158 task orders listed showing vendor name, amount expended, number of task orders that have closed.

10. Unfinished Business

a) Town Meeting: State Trooper & 5-Year Capital Projects Plan

M. Lennon explained that the BoF put up an article on the Town's website explaining the 5 year Capital Plan, but once a town meeting and referendum are scheduled public funds cannot be used for promotional material that is not explanatory text, so the article had to be removed.

M. Lennon stated that she produced a table that would be allowed, showing just the figures for the Capital Plan.

b) CCM Workshops

M. Lennon noted that BoF members can attend CCM workshops for free.

c) BoF Recorder

M. Lennon noted that the position is being advertised on the Town's website.

A motion was made by M. Lennon and seconded by K. Zachem to move #9. New Business b) up next on the agenda.

All in favor. Motion carries.

11 (9. b) BoE Finance Subcommittee Liaison

M. Lennon stated that when she was elected Chair of the BoF there was discussion around whether it was appropriate that she remain as liaison for the BoE Finance Subcommittee and would like the BoF to discuss.

M. Lennon noted that she attends all BoE meetings because it gives background information and helps keep the BoF more connected.

A motion was made by J. Grabarek and seconded by K. Wucik that Melissa Lennon continue as the Board of Finance liaison to the Board of Education.

Yes

Ken Zachem

Jerry Grabarek

Lennie Spencer

Stacey Becker

Dan Duprey

Keith Wucik

Motion carries

Abstained

M. Lennon

d) BoF member E-mail Addresses

N. Musa asked for names that will be using Town issued emails and names that could be removed from Town issued emails.

M. Lennon noted that members should have a designated BoF email address, because FOI gives access to email accounts.

S. Becker asked members to send her the email addresses they will be using.

e) BoF By-Laws

Tabled

f) Auditor Contract Extension & RFP

M. Lennon will sign a 1 year extension.

John Spang explained that there is no contract. The auditor will be sending an auditor's engagement letter that M. Lennon can sign.

12. New Business

BoF Annual Report of FY2017 (Spring Pipeline)

M. Lennon explained that the BoF is responsible for creating an annual report article.

S. Becker, D Duprey and I. Stammel volunteered to create the report.

A motion was made by J. Grabarek and seconded by K. Zachem to approve the proposed BoF FY19 budget as discussed.

All in favor. Motion carries.

13. Public Comment

Andy Depta, Preston resident stated that if BoF data is on personal devices, under FOI, the public can have access to the personal device to access that data.

BoF members informed A. Depta, that he is incorrect, access can be given to the email address but not to someone's personal computer.

A. Depta noted that the BoF talked about putting Town software on S. Becker's computer. You can't use tax payer's money to put software on someone's personal device.

M. Lennon stated that she will take that under advisement.

14. Adjourn

A motion was made by J. Grabarek and seconded by K. Zachem to adjourn the meeting at 9:28 pm.

All in favor. Motion carries.

Respectfully submitted,

Roberta Charpentier
recorder