

**BOARD OF FINANCE  
REGULAR MEETING MINUTES  
NOVEMBER 28, 2016**

**I. CALL TO ORDER**

The meeting was called to order at 7:04 p.m. at the Avon Town Hall by Chairman Thomas Harrison. Members present: Chairman Thomas Harrison, Vice Chairman/Secretary Thomas Gugliotti, Jeff Bernetich, Margaret Bratton, Catherine Durdan and Dean Hamilton and Michael Oleyer. A quorum was present.

**II. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Margaret Bratton.

**III. COMMUNICATION FROM THE AUDIENCE**

(Including Board of Education Liaison Report)

There was none. Ken Birk, liaison for the Board of Education, was not present due to a full Board meeting to discuss the Superintendent's proposed budget.

**IV. MINUTES OF PRECEDING MEETING:**

**October 17, 2016 Regular Meeting**

Page 3 Sec 16/17-06 Insert "In response to a question from Ms. Bratton".

On a motion made by Thomas Gugliotti, seconded by Dean Hamilton, it was voted:

**RESOLVED:** That the Board of Finance approves the minutes of the October 17, 2016 Meeting as amended.

Messrs: Harrison, Gugliotti, Bernetich, Hamilton and Mme: Bratton and Durdan voted in favor. Oleyer abstained.

**V. OLD BUSINESS**

**16/17-03** Review and Discussion: FY 17/18 Budget Process

Mr. Robertson stated most of the Capital Project presentations have been made to the Council. Police and Fire will make their presentations later this week. Operating budget requests from department heads are still coming in. December and January will focus on budgets so that it can be submitted to the Council by the end of January in time for the first budget workshop the first Saturday in February. The proposed BOE superintendent's budget has been received. A budget workshop is being held this evening. In a rough analysis, the 2.5% soft spending cap has been exceeded. This would result in the town losing a percentage of MRSA funding if it is approved as submitted.

**VI. NEW BUSINESS**

**16/17-07** Supplemental Appropriation: Board of Education, \$281,033.25

Mr. Robertson provided background information in the meeting packet. For a number of reasons, the projected MRSA revenue was not included in the adopted budget for FY17. The Legislature did end up funding this revenue item and for Avon it is \$374,000. In order to access the funding, a supplemental appropriation is required. The Board of Education is requesting 75% of the funds as recommended by Mr. Robertson and detailed in a memo from Heather Michaud dated November 2, 2016. Mr. Harrison confirmed with Mr. Robertson that this is not meant to set any precedent. The BOE experienced a decrease in grant funding and the town experienced an increase. In response to a question from Mr. Oleyer, Mr. Robertson stated he did not budget for MRSA because he did not anticipate receiving this new grant. In response to a question from Mr. Bernetich, Mr. Robertson stated that despite the large State budget deficit, it is unlikely that these grants will dry up completely, but there may be some further reductions. ECS used to be the

sacred cow and he did not expect it would ever be cut, but it was. In response to a question from Mr. Bernetich, Mr. Robertson stated we cannot adjust the budget dates to coincide with the State because of the dates in our Charter and the need to set the mill rate and generate tax bills. In response to a question from Mr. Bernetich, Ms. Colligan stated out of an eighty million dollar budget on a general fund basis, we budget three million in State grants. To date infrastructure grants are separate and have not been affected. Postponing this vote was discussed. The Board was reminded that they do not have the discretion to approve by line item. The Board would like more information on the Family Engagement Specialist from the Board of Education prepared for their December meeting.

On a motion made by Thomas Gugliotti, seconded by Michael Oleyer, it was voted:

**RESOLVED:** That the Board of Finance hereby amends the FY 16/17 Budget by increasing:

**REVENUES**

General Fund, Intergovernmental, Stimulus Funds, Account #01-0330-43339, in the amount of \$281,033.25 for the purpose of mitigating the addition of 3 certified and non-certified staff and increasing:

**APPROPRIATIONS**

General Fund, Board of Education, General Services Account, Account #01-9401-55000, in the amount of \$281,033.25 for the purpose of mitigating the addition of 3 certified and non-certified staff

Messrs: Harrison, Gugliotti, Bernetich, Hamilton, Oleyer and Mme: Bratton and Durdan voted in favor

**VII. TOWN MANAGER'S REPORT**

**A. Monthly Financial Report Summary**

Details were included in the packet report dated period ended 10/31/16 prepared and reported by Margaret Colligan. We expect to receive more revenue than budgeted in Intergovernmental. There is a hole in this area of \$95,000 of negative revenue and the positive \$112,000 from ECS will cover the projected shortfall. An updated report is expected in February. The Unaudited Unassigned Fund Balance as a percentage of General Fund Budgeted Expenditures is tracking at 9.22% (10.54% once Capital Project advance payments are restored). There were no major expenditure variances reported. Looking forward the feasibility study reimbursement for the Old Farms Road project is in and will be returned to the general fund.

**B. Synthetic Turf Field**

Mr. Robertson stated at the November Council meeting there was an extensive conversation on the field project. Consensus is the project will not include lights, but will include turfing two fields, the track, bleachers, landscape buffering and a sound system. The total project cost is about \$4.6 million and another \$350,000 in soft costs, which would include bonding costs, legal fees and construction management if the project goes forward. The Council feels this needs to go back to the Board of Education for consensus on not only the project but the usage parameters. Then this will go back to Council who will ask the Board of Finance to write a letter to the Legislative delegation. Council would like to see something included in this legislative session that will lead to bonding in July 2017. The project will go on hold while it works through the Legislature. The Council does want to go forward with the project at Fisher Meadows to build seven new fields and will be financed internally. The two sources are the Fisher Meadows Special

Revenue Fund and the Fee in Lieu of Open Space Fund. The project should come in around \$500,000. Mr. Robertson would like to see it begin this spring.

In response to a question from Mr. Gugliotti, Mr. Robertson stated Mr. Dix will be updating the debt service schedule and allow us to project available capacity. Mr. Bernetich raised concerns over the high cost difference between the two field projects as well as liability for long term health issues determined to be a result of synthetic fields. Mr. Robertson stated the coated crumb rubber does not have the same health risks as uncoated crumb rubber.

C. Miscellaneous Items

Wednesday of last week there was a meeting with the DOT on the Bridge project. It is on schedule for Summer '18 construction. It will not be completed in one season.

**VIII. OTHER BUSINESS**

There was none.

**IX. EXECUTIVE SESSION**

There was none.

**X. ADJOURN**

On a motion made by Thomas Gugliotti, seconded by Cathy Durdan, it was voted:

**RESOLVED:** That the Board of Finance adjourn the meeting at 8:02 p.m.

Messrs: Harrison, Gugliotti, Bernetich, Hamilton, Oleyer and Mme: Bratton and Durdan voted in favor

Respectfully Submitted,  
Thomas A. Gugliotti, Secretary

Attest: Mary Marinello, Clerk

All referenced material will be available to the public in the Town Clerk's office.