

**BOARD OF FINANCE
REGULAR MEETING MINUTES
OCTOBER 30, 2017**

I. CALL TO ORDER

The meeting was called to order at 7:00 p.m. at the Avon Town Hall by Chairman Thomas Harrison. Members present: Chairman Thomas Harrison, Vice Chairman/Secretary Thomas Gugliotti, and Margaret Bratton, Catherine Durdan, Dean Hamilton, Michael Oleyer, and Jeff Bernetich. A quorum was present.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Catherine Durdan.

III. COMMUNICATION FROM THE AUDIENCE
(Including Board of Education Liaison Report)

Ken Birk, liaison for the Board of Education (BOE), reported that the estimated unexpended balance will be published by December 31, 2017; Board of Education 10/17 meeting highlights include a Superintendent of Schools search process and timeline update, a special meeting to be held on 11/8 with newly elected BOE members with a community profile from over 20 meetings and more than 100 surveys, first round of interviews will include the newly elected BOE members on 11/14, 11/15, and 11/18, and an executive session update on bargaining unit negotiations with administrators, secretaries, and paraprofessionals; the BOE approved a prioritized list of capital budget projects for FY 18/19 and will be presented to Town Council on 11/2; the FY 18/19 budget timeline starts with community input scheduled for 11/30. Mr. Birk noted that enrollment as of October 2017 is 3,210 versus 3,282 in September 2016. In response to a question from Mr. Harrison, Mr. Birk responded that the BOE has received updates regarding the Superintendent search and the 11/8 meeting will reveal the candidate pool and community feedback, including folks with and without kids in the school system. In response to a question from Mr. Harrison, Mr. Birk responded that he was unable to attend the community input sessions but understands that they have been fairly well attended. In response to a question from Ms. Bratton, Mr. Birk responded that the community survey closed on 10/27 and is currently being tabulated. Mr. Harrison will reach out to Houston Putnam-Lowry to acknowledge that he will have all newly elected BOE members present during the Superintendent interviews and take office with "ownership" of the results and a good bipartisanship gesture.

IV. MINUTES OF PRECEDING MEETING:

September 25, 2017 Regular Meeting

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

RESOLVED: That the Board of Finance approves the minutes of the September 25, 2017 Regular Meeting as drafted.

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

V. OLD BUSINESS

16/17-03 FY 17/18 Budget

Mr. Robertson gave a brief summary of what the impact is to Avon's adopted FY 17/18 budget; the negative variance between what was approved and revenues approved by the State is \$360,545 in General Fund only; we initially anticipated a variance of up to \$1.4 million; Special Revenue Funds carried through as anticipated; Avon's Special Education Excess Cost estimates have not been included, a potential revenue of up to about \$1.1 million. He noted that the State's adopted budget does not include funding any portion of the teacher's pension liability and the 2.5% cap is off the table which was linked to the Grants for Municipal Projects which is not being funded; the Town's adopted budget was in compliance with the cap. In response to a question from Mr. Oleyer, Mr. Robertson responded that on a category basis we manage

grants to the bottom line; the non-general fund revenues are LOCIP and TAR. Mr. Gugliotti clarified that there is a \$360,000 in our budget on the revenue side that will be managed within the larger budget and no need to go to surplus. Mr. Robertson concurred; we will monitor as a stressor through the year. Mr. Gugliotti noted that the \$360,000 may come out of a cushion we might have for other things that might come up like salt, snow removal, etc. Mr. Robertson concurred. In response to a question from Mr. Harrison, Mr. Robertson responded that the Governor will probably do a symbolic veto; both houses have veto proof majority. In response to a question from Mr. Harrison, Mr. Robertson responded that the Governor asked the legislature to fix the mistake with the hospital tax; there is a \$1 billion miscalculation in the State budget document. In response to a question from Ms. Durdan, Mr. Robertson responded that the Governor will deliver a proposed budget in February and the check-in is in April when we get the numbers from Department of Revenue Services. He noted that much of the same will likely occur in the next budget cycle and make decisions on a budget to submit to referendum with less than perfect information; the unfunded liability is not going away even though they increased the contribution to the teachers. In response to a question from Ms. Bratton, Mr. Robertson responded the Governor's Executive Order may negatively affect revenue disbursements, or bond rating which doesn't currently affect Avon.

VI. NEW BUSINESS

17/18-07 Review and Discussion: FY 18/19 Budget

Mr. Robertson noted that Council will receive capital budget presentations starting this week; operating budgets are due by November 4th; we have had meetings with the Interim Superintendent of Schools and her team to talk about health insurance renewals and workers compensation. He noted that the Interim Superintendent of Schools is planning to follow the same schedule as in the past.

17/18-08 Supplemental Appropriation: Avon Police Department, \$500.00

Mr. Gugliotti requested that the truck be properly disposed of and not sold for a display piece.

On a motion made by Margaret Bratton, seconded by Michael Oleyer, it was voted:

RESOLVED: That the Board of Finance hereby amends the FY 17/18 Budget by increasing:

REVENUES

General Fund, Other Local Revenue, Miscellaneous Funds, Acct. #01-0360-43912 in the amount of \$500.00 and increasing

APPROPRIATIONS

General Fund, Patrol Services, Materials-Other, Account #01-2107-52239 in the amount of \$500.00 for the purpose of purchasing Police equipment for truck inspections for the Avon Police Department, by order of Hon. David Gold, Superior Court Judge.

Messrs: Harrison, Gugliotti, Oleyer, Hamilton, Bernetich and Mmes: 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 9/30/17 prepared and reported by Margaret Colligan. Ms. Colligan noted the following items: 41% collected level, building/construction permit activity has slightly increased, one use of Unassigned Fund Balance \$9,141.50 for Emergency Management, \$350,000 will return to the General Fund from the Old Wheeler Lane Bridge Project at close of FY 16/17 and into surplus, no negative variances with capital project funds, auditors were here last week and are here next week, and the end-of-year booklets will be distributed in December.

B. Miscellaneous

Mr. Harrison noted that an election campaign flyer is circulating with comments about what the Board of Finance might hide in executive session. In response to a question from Mr. Harrison, Mr. Robertson responded that since 2010 there have been about 9-10 times the Board has gone into executive session; there has to be some kind of indication of why you are going into executive session, i.e. real estate, pending

claim litigation, personnel matters (if about public employee's performance, give notice to them beforehand), security protocols, etc. of which the Board has gone into executive session for many of these over the last seven years, notably for heart and hypertension claims. He noted that you must adjourn into executive session to discuss an area permitted by Chapter 14 of the General Statutes, have discussion, and a motion to come out of executive session and another motion to act on some kind of business, i.e. authorizing a supplemental appropriation to settle a claim or authorizing execution of a collective bargaining agreement. He noted a provision that if any document would otherwise be exempt subject to the Statute requires discussion you can adjourn to executive session to discuss that document. He added that the Freedom of Information Commission oversees this item; General Statutes Chapter 14, Section 1-200, C6 provides a description of all topical areas discussed. Mr. Harrison noted that the campaign flyer also referenced having meetings televised. In response to a question from Mr. Harrison, Mr. Robertson responded that cameras would have to be turned off. He noted that when going into executive session you have to include the time and who is participating (for example, an executive, Town attorney, or outside consultant on pending claim).

VIII. OTHER BUSINESS

Michael Oleyer extended good luck wishes to those running in the November election.

IX. EXECUTIVE SESSION – Not held.

X. ADJOURN

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

RESOLVED: That the Board of Finance adjourn the meeting at 7:44 p.m.

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

Respectfully Submitted,
Thomas A. Gugliotti, Secretary

Attest: Jennifer Worsman, Clerk

All referenced material is available to the public in the Town Manager's Office.