

Board of Finance 4-28-14 Minutes
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BOARD OF FINANCE
REGULAR MEETING MINUTES
APRIL 28, 2014

I. CALL TO ORDER

The meeting was called to order at 7:01 p.m. at the Avon Town Hall by Chairman Thomas Harrison. Members present: Chairman Thomas Harrison, Vice Chairman/Secretary Thomas Gugliotti, Margaret Bratton, Catherine Durdan, Dean Hamilton, James Speich and Brian Stoll. A quorum was present.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by James Speich.

III. COMMUNICATION FROM THE AUDIENCE

Ms. Zirolli, liaison for the Board of Education stated the current financial report was not included in the packets. She reported the current estimate for unspent balance as of March 31st is \$440,000 and unanticipated staff vacancies will save \$450,000 mostly due to greater than anticipated maternities. The unanticipated special education has remained the same. She noted that at the end of last year we knew of several student enrollments on expensive side, after discussing the situation with the auditor \$390,000 was escrowed. This money has to follow the students. Since several students have left, \$159,000 of unspent money will revert into General Fund Unassigned Fund Balance. The BOE is in the process of setting up on line system to process online payment system. Zip Slip is the vendor. This will help with efficiency. It will be effective for September. Ms. Bratton asked if Zip Slip is required or an option for parents. Ms. Zirolli was unsure. In reply to Ms. Bratton's question, Paypal is more costly and not as efficient. As far as security of the system goes, she knows we check everything out from a technological perspective. There has been a large discussion about curriculum. We are trying to keep the dialog open for all that are concerned about Common Core and required changes. In response to a question from Ms. Bratton, there have been no changes from the State since September. Parents are encouraged to address concerns to the State. Avon is following the State guidelines. She mentioned that we have Board involvement in the Curriculum Review Committee. There is a 30 day window prior to adoption of curriculum that parents & interested persons can come in, discuss and review materials. Ms. Bratton stated that Avon seems to have been doing many of the good things required by the Common Core and wondered if there were many changes. Ms. Zirolli responded Common Core has been a good impetus to get the formal curriculum written.

Mr. Harrison commended the BOE for its mention in the Patch's article of the top 20 High Schools in Connecticut.

IV. MINUTES OF PRECEDING MEETING: March 24, 2014 Regular Meeting

Page 3 Delete "Speich"

On a motion made by Mr. Hamilton, seconded by Ms. Bratton, it was voted:

RESOLVED: That the Board of Finance approve the minutes of the March 24, 2014 Meeting as amended.

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

Abstain: Mr. Speich

V. OLD BUSINESS

13/14-07 Review and Discussion: FY 14/15 Budget Process

Ms. Colligan explained that the mill rate percentage increase changed from 2.66% to 2.55%. The first set of data points was based on the Grand List at end of January. Since then, there have been two changes to it. When we looked at the levy in terms of what could be generated based on that Grand

List, and then broke it out to say what portion of it we would need to fund the levy at the 13/14 level is what we were calling attributable to Grand List and the revaluation. That was at 4.94%. Which left the 14/15 proposed budget at 2.66% as a growth factor. Since the end of January there was the official filing with the State by the assessor at the end of March which included any adjustments to the Grand List. In addition at the end of the BOF workshop we decided to use Supplemental Motor Vehicle as an offset. As a result we saw the levy adjust and come down due to two factors. If you take that same original calculation where we looked at the 7.6% change in mill rate, what part was attributable to the Grand List revaluation and the adjustments, that portion increased from 4.94% to 5.05%. Now what we needed for the proposed 14/15 budget the levy has come down due to two factors, the Grand List we are using to calculate it still keeping the same mill rate of 28.32 and the use of some Supplemental Motor Vehicle now has resulted from 2.66% adjustment into a 2.55%. In response to a question from Mr. Harrison, Ms. Colligan confirmed that the mill rate stays consistent at 28.32. It is strictly mathematical calculations the way that it all has worked out. In response to a question from Ms. Bratton Ms. Colligan confirmed that the spending increase on slide 2 did not change. The Board reviewed the slide presentation and made agreed upon changes. Ms. Colligan will make the changes to slides. In response to a question from Ms. Bratton, Mr. Robertson stated that he has received only one complaint on the new assessment. Mr. Harrison has not received any. Mr. Harrison recapped that we will have the Town Meeting, then the Referendum. If we don't receive the 9% turnout then the budget is automatically approved regardless of vote. The Board of Finance will meet that evening to set the mill rate.

VI. NEW BUSINESS

13/14-25 Supplemental Appropriation: Consulting Services for Proposed "Doppler" Weather Radar Facility at 375 Deercliff Road, \$12,150

A memo was sent from Steven Kushner to Brandon Robertson dated March 6, 2014 and is included in the meeting packets. On a motion made by Ms. Bratton, seconded by Ms. Durdan, it was voted:

RESOLVED: That the Board of Finance hereby amends the FY 13/14 Budget by increasing:

REVENUES

General Fund, Other Local Revenues, Refunds & Reimbursements Account #01-0360-43612 in the amount of \$12,150.00

and increasing

APPROPRIATIONS

General Fund, Planning, Service & Consultants, Account #01-7101-52184 in the amount of \$12,150.00 for the purpose of recording funding received from Meredith Corporation for consulting services by Cavell Mertz & Associates for review/evaluation of proposed Doppler Radar facility at 375 Deercliff Road.

Messrs: Harrison, Gugliotti, Hamilton, Speich, Stoll 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 2/28/14 prepared and reported by Margaret Colligan. The quarterly report will be posted to the website and not manually distributed.

Revenues are doing well and we are tracking some of the variances. Expectations are that we will meet all projections in the current budget. Ms. Colligan noted that if the supplemental later in the agenda is approved, the reserve will change from 10.46% to 10.44%, not a significant impact. On the expenditure side there was money in Fund 8 that was used to internally cover the 35,000 for sand & salt we needed to get through March. All special revenue funds are all in good shape. There is no anticipation for use of fund balance. In response to a question from Ms. Bratton, Ms. Colligan stated the new name of Reflexite is Orafol. She added that fees from CREC and Reflexite had a one-time impact to analysis. In response to a question from Mr. Stoll, Ms. Colligan stated the quarterly report used to be sent in a bound book. She will send the Board a cover letter and refer to the document on website.

B. Miscellaneous Updates

Mr. Robertson stated some members on the Council expressed interest in using Town e-mail for business. There is little or no cost to do so. He will have accounts assigned and this is available to the members of the Board of Finance as well. The Town is currently contemplating a change in the domain name this will affect e-mail as well.

VIII. OTHER BUSINESS

Mr. Gugliotti brought to the Boards attention that the Legislature is entertaining a bill that would require municipality to fund trauma services. Currently the bill is in committee. The town would have an open-ended responsibility similar to Heart and Hypertension that they cannot afford.

Mr. Robertson stated he read about this in the CCM notices, and has not contacted anyone yet. In his upcoming meeting, he will get a sense if it is viable or not.

IX. EXECUTIVE SESSION: Heart & Hypertension

13/14-26 Supplemental Appropriation: Heart & Hypertension Settlements, \$16,859.55

On a motion by Mr. Gugliotti, seconded by Mr. Stoll, it was voted:

RESOLVED: That the Board of Finance go into executive session at 7:44 pm.

Messrs. Harrison, Gugliotti, Hamilton, Speich, Stoll and Mmes. Bratton and Durdan voted in favor.

At 8:01 pm the Board concluded the session.

On a motion made by Mr. Hamilton, seconded by Mr. Stoll, it was voted:

RESOLVED: That the Board of Finance hereby appropriates a sum not to exceed \$16,859.55 from General Fund, Other Financing Sources, Unassigned Fund Balance, Account #01-0390-43913, to General Fund, Claims & Losses, Services-Other, Account #01-8101-52189 for the purpose of paying related health and dental insurance benefits under the State's Heart & Hypertension Laws.

Messrs: Harrison, Gugliotti, Hamilton, Speich, Stoll and Mmes: Bratton and Durdan voted in favor.

X. ADJOURN

On a motion made by Mr. Gugliotti, seconded by Mr. Hamilton, it was voted:

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

Messrs: Harrison, Gugliotti, Hamilton, Speich, Stoll and Mmes: 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 Clerks office.