

**BOARD OF FINANCE  
REGULAR MEETING MINUTES  
NOVEMBER 18, 2019**

**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 Catherine Durdan, Margaret Bratton, Dean Hamilton, Ken Birk, Katrina Marin, and Cathy Salchert. A quorum was present.

**II. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Dean Hamilton.

Mr. Harrison congratulated candidates from both parties who ran during the Election and deserve the recognition and support of the community for being willing to take on the duties as an elected official.

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

TJ, 1<sup>st</sup> Class Scout with Boy Scout Troop 274, was in attendance to work on his merit badge by attending a Town meeting. The Board welcomed him and wished him all the best.

**IV. MINUTES OF PRECEDING MEETING:**

**October 28, 2019 Meeting**

On a motion made by Ken Birk, seconded by Dean Hamilton, it was voted:

**RESOLVED:** That the Board of Finance approves the minutes of the October 28, 2019 Meeting as drafted. Messrs: Harrison, Birk, Hamilton and Mmes: Bratton, Marin, Salchert, and Durdan voted in favor.

**V. OLD BUSINESS**

**19/20-05      Review and Discussion: FY 20/21 Budget**

Mr. Robertson reported that CIP budget presentations from Recreation and Parks, Public Works, and Engineering have been made to Town Council; Board of Education, Police Department, Fire Department, and General Government will take place at Town Council's December 5<sup>th</sup> meeting. He noted that the Avon Village Center Project will generate significant building permit revenue and could distort the history which Town staff will review/discuss. Ms. Salchert requested a copy of capital and operating budget presentations for informational review. There was a brief discussion regarding the budget process leading from requested to approved budgets. The Clerk advised that budget presentations made to Council become attachments to their meeting minutes and are posted on Council's web page.

**VI. NEW BUSINESS**

**19/20-06      Appropriation from Recreation Activities Fund (Fund 9):**  
**Fisher Meadows Softball Field Dugouts, \$52,000**

On a motion made by Cathy Durdan, seconded by Margaret Bratton, it was voted:

**RESOLVED:** That the Board of Finance hereby appropriates a sum not to exceed \$52,000.00 from Recreation Activities Fund, Other Financing Sources, Unassigned Fund Balance, Account #09-0390-43913 and to Recreation Activities Fund, Parks, Recreational Equipment, Account #09-5201-53315, for the purpose of purchasing 2 dugouts for the Fisher Meadows Softball field.

Messrs: Harrison, Birk, Hamilton and Mmes: Bratton, Marin, Salchert, and Durdan voted in favor.

**VII. TOWN MANAGER'S REPORT****A. Miscellaneous**

Mr. Robertson reported that CT Conference of Municipalities (CCM) formed a working group to look at long-term pension solutions for the State as well as Other Post-Employment Benefits (OPEB), and service sharing and to create recommendations for State government as well as revenue diversification ideas to lessen our historical over reliance on the property tax.

Mr. Robertson reported that the Chief of Police is currently on paid administrative leave, not disciplinary.

Ms. Colligan reported that we have received some unbudgeted Intergovernmental Revenues, half of our ECS money and a \$142,000 Municipal Stabilization Grant. She noted that the Quarterly Financial Report for the period ended September 30, 2019 is posted on the web site.

In response to a question from Mrs. Marin, Mr. Robertson responded that with regards to new businesses coming in along Route 44, we are focused on the \$200 million development behind Town Hall offices and remaining agreements should be finalized this week.

**VIII. OTHER BUSINESS**

Mrs. Marin made a request for Board meeting packets to be posted online or sent via e-mail or regular mail; utilizing the Police Department to deliver them is not an appropriate use of our emergency resources. Mr. Harrison noted the public relations advantage with seeing patrol vehicles throughout the neighborhoods. Mr. Robertson agreed that is the rationale but it is up to the Board and noted that some documents are better suited in hard copy format. Mr. Harrison suggested leaving the current practice in place and review again after the budget season. Mrs. Marin noted that she will begin picking up her meeting packets at the Town Manager's Office.

**IX. ADJOURN**

On a motion made by Katrina Marin, seconded by Cathy Durdan, it was voted:

**RESOLVED:** That the Board of Finance adjourn the meeting at 7:39 p.m.

Messrs: Harrison, Birk, Hamilton and Mmes: Bratton, Durdan, Salchert, and Marin voted in favor.

Respectfully Submitted,  
Cathy Durdan, Vice Chair/Secretary

Attest: Jennifer Worsman, Clerk

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