

**BOARD OF FINANCE  
REGULAR MEETING MINUTES  
SEPTEMBER 22, 2014**

**I. CALL TO ORDER**

The meeting was called to order at 7:02 p.m. at the Avon Town Hall by Chairman Thomas Harrison. Members present: Chairman Thomas Harrison, Margaret Bratton, Catherine Durdan, Dean Hamilton, James Speich and Brian Stoll. Vice Chairman/Secretary Thomas Gugliotti was absent. A quorum was present.

**II. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Dean Hamilton.

**III. COMMUNICATION FROM THE AUDIENCE**

Ms. Zirolli, liaison for the Board of Education directed the Board to the Financial Summary Report dated August 31, 2014. At this time there is no anticipated savings in the salary account due to the hiring of four new teachers to meet enrollment needs that were not included in the approved budget and two unanticipated long term absences. There is great curriculum work being done, the Board of Ed had a presentation on ELA and Math. A public session is scheduled for September 29<sup>th</sup> on the proposed ELA and Math curriculum. The Capital Budget and budget info sessions will be on the meeting calendar and open to the public. The shared educational services at 150 Fisher Drive has opened. This was funded with no tax sources and covers all expenses of the program. Funding sources include reimbursements from attending Choice students, State of Ct Capital Grant, Hartford Hospital, tuition from neighboring school districts for their pre-k students, tuition from parents, and the federal government. Currently there are 45 registered students; a residence breakdown was not on hand. Final enrollments numbers are due October 1. The drive is at the kindergarten and first grade level.

Ms. Durdan questioned why the Board of Education report is included under this section since it is a standing report. Mr. Harrison asked Mr. Robertson to have this report moved to the appropriate part of the agenda for future meetings.

**IV. MINUTES OF PRECEDING MEETING:**

June 23, 2014 Regular Meeting  
August 25, 2014 Regular Meeting

Page 3 correct motion to reflect everyone was for it  
Page 6, 6<sup>th</sup> line change "cue" to "queue"  
Page 7, correct apostrophe  
Page 2, correct apostrophe

On a motion made by James Speich, seconded by Dean Hamilton, it was voted:

**RESOLVED:** That the Board of Finance approve the amended minutes of the June 23, 2014 Meeting as amended.

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

Page 3, change “Core” to “Corps”

On a motion made by Brian Stoll, seconded by Cathy Durdan, it was voted:

**RESOLVED:** That the Board of Finance approve the minutes of the August 25, 2014 Regular Meeting Meeting as amended.

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

## **V. OLD BUSINESS**

There was none.

## **VI. NEW BUSINESS**

### **14/15-03** Discussion regarding Auditor for FY 14/15

A memo was included in the Board packets from Margaret Colligan to Brandon Robertson dated September 18, 2014. Mr. Robertson stated the recommendation is to extend the contract with Blum, Shapiro & Company P.C. at the current rate, for one fiscal year. The contract would go to bid the following year in September/October. All Board members present were in favor of pursuing this extension. Mr. Stoll added if significant changes in terms or conditions are imposed for the extension, he would like the Board to be notified.

## **VII. TOWN MANAGER’S REPORT**

### **A. Monthly Financial Report Summary**

Details were included in the packet report dated period ended 8/31/14 prepared and reported by Ms. Colligan. Changes requested to the report at the last meeting were incorporated. We are in the process of completing our FY 13/14 audit. There is no expectation for use of fund balance. In terms of expenditures, there are some utility expenditures that will be watched due to the approved water company surcharge.

### **B. Thompson Road Athletic Complex**

Mr. Robertson stated there is a meeting tomorrow morning with the architect. The goal is to finalize the recommendation for the preliminary design and site plan and to receive the initial budget estimates. A carry over number in Capital from the 2007 Parks and Recreation master plan is \$3,500,000. Mr. Robertson stated that \$40,000 was budgeted to bid these estimates and the contract is for \$32,000. In response to a question from Mr. Stoll, Mr. Robertson stated he was correct, neighboring towns have received grants to offset the costs of similar projects.

### **C. Old Farms Road/Bridge Project Updates**

A meeting is scheduled on the 24<sup>th</sup> with the Army Corps of Engineers in Massachusetts to discuss the scope of services our outside consultant would be responsible for in pursuit of a category 1 permit. This is a specific kind of environmental permit. Assuming we get approval, then a request will come to the Council and the Board to enter into two contracts; one with the consultant and the second with the State of Connecticut. These projects typically are percentage based. The Town, the State & the Federal government will each be responsible for a percentage of the cost of the project. Avon is responsible for paying 10% of the total cost. We would be responsible for \$20,000 for the feasibility study and this has been budgeted for in the current year. For the Old Farms Road Bridge project, the State is paying for 100% for design, permitting and construction. Avon will

pay WMC for their services, and then the State will reimburse us 100%. In response to a question from Mr. Stoll, Mr. Robertson confirmed that WMC is responsible only for the design work, the State will handle permitting & construction for the project. This is preliminary to discussions with Avon Old Farms School. The expectation is for the school to pay 100% of the value of the differential between the costs of fixing the road and moving the road and the currency will be land. In response to a question from Mr. Stoll, Mr. Robertson stated that the two projects have independent time lines. In response to a second question from Mr. Stoll, Mr. Robertson stated there are discussions to get the lines painted on Country Club road. In response to a question from Ms. Bratton, Mr. Robertson stated that the state would need to do a study prior to any changes to the traffic pattern at the corner of Country club and West Avon roads.

**D. Miscellaneous Updates**

- a. Mr. Robertson stated he received a request from Mr. Spang to set up a special revenue fund to account for the revenues and expenditures from 150 Fisher Drive. When details are complete, this will come before the Board and the Town Council for approval.
- b. There was a meeting held discussing planning for the fire training center in Farmington. This will not come before this board, only the Council.

**VIII. OTHER BUSINESS**

There was none

**IX. EXECUTIVE SESSION**

There was none

**X. ADJOURN**

On a motion made by James Speich, seconded by Dean Hamilton, it was voted:

**RESOLVED:** That the Board of Finance adjourn the meeting at 7:52 p.m.

Messrs: Harrison, 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 Clerk's office.