

Board of Finance 5-14-14 Special Meeting  
Printer-Friendly Version

BOARD OF FINANCE  
SPECIAL MEETING MINUTES  
MAY, 14, 2014

I. CALL TO ORDER

The meeting was called to order at 8:15 p.m. at the Avon Senior Center by Chairman Thomas Harrison. Members present: Chairman Thomas Harrison, Vice Chairman/Secretary Thomas Gugliotti, Margaret Bratton, Catherine Durdan, Dean Hamilton and Brian Stoll. James Speich was absent. A quorum was present.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Brian Stoll.

III. MINUTES OF PRECEDING MEETING:

April 7, 2014 Regular Meeting

April 9, 2014 Regular Meeting

April 28, 2014 Regular Meeting

On a motion made by Thomas Gugliotti, seconded by Brian Stoll, it was voted:

RESOLVED: That the Board of Finance move review of the minutes to the next meeting.

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

IV. OLD BUSINESS

13/14-07 FY14/15 Budget: Set Tax Rate (28.32 Mills)

Chairman Harrison reported that we are here tonight to set the new tax rate at 28.32 Mills as warranted by the budget as submitted. The budget has been approved as provided in the Charter and not by vote totals.

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

RESOLVED: That the Board of Finance set the Tax Rate at 28.32 Mills.

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

V. NEW BUSINESS

13/14-27 Supplemental Appropriation: Emergency Management Performance Grant, \$9,072.50

A memo was sent from James DiPace to Brandon Robertson dated April 24, 2014 and is included in the meeting packets. Mr. Robertson stated we have received this grant since 2007.

On a motion made by Thomas Gugliotti, seconded by Margaret Bratton, it was voted:

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

REVENUES

General Fund, Intergovernmental, EHSM1 Emergency Homeland Security, Account #01-0330-43385 in the amount of \$9,072.50  
and increasing

APPROPRIATIONS

General Fund, Fire Prevention, Regular Part Time, Account #01-2201-51012 in the amount of \$5,519.35 for the purpose of paying additional part time hours to Emergency Management staff and General Fund, Emergency Management, Fixed Equipment, Account #01-2501-53302 in the amount of \$3,553.15 for the purpose of purchasing a laptop and software for the Emergency Management Director.

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

VI. TOWN MANAGER'S REPORT

A. Monthly Financial Report Summary

Details were included in the packet report dated period ended 3/31/14 prepared and reported by Margaret Colligan. A document was included from Margaret Colligan to Brandon Robertson dated April 28, 2014 highlighting the quarterly financial report for the period ended March 31, 2014. There is repetition of the monthly report, but more information on the expenditures. Public works has requested to encumber some funds in order to purchase salt supplies earlier rather than later to avoid inventory shortages experienced this past winter. There are areas of weakness in the utilities area, but Public Works expects to cover this through interdepartmental transfers. We will continue to monitor.

In response to questions from Ms. Bratton on the quarterly report, Ms. Colligan stated that although Fund #07 has offsetting revenues, the expected supplemental appropriation is required for charter compliance. Fund #14 shortfalls could be due to a timing issue. Fund #15 shortfalls are a timing issue. Groups renting the facilities do not pay in advance. Fund #16, the \$761,485 is budgeted in the General Fund under post retiree then we also transfer in from the special revenue fund for OPEMB. The town has been pre-funding for OPEMB, the BOE funds at the rate of \$25,000 per fiscal year. BOE does not participate at the same rate as town employees. Fund #17 does referred to unused sick days. Fund #18, the employer contributions are not getting smaller, but the activity in it in terms of active employee is getting smaller. Our defined contribution is getting larger in terms of the dollar amount and number of active employees.

In response to questions from Ms. Bratton on the monthly report, Ms. Colligan stated that the BOE had consolidated 8 individual revenue accounts into 5 accounts. The dollar amount in total increased. A statement of negative variance could be due to timing or reporting.

In response to a question from Ms. Bratton on the Financial Summary Report, referring to the 3 notes at the bottom, Ms. Zirolli stated there was an error on the report.

#### B. Miscellaneous Updates

There was none.

#### VI-A. COMMUNICATION FROM AUDIENCE

Ms. Zirolli, liaison for the Board of Education stated in follow up to a question at last month's meeting, use of the Zip Slip program will be optional. There is no extra charge from the current online payment system used, but there is a fee. With regards to the Financial Summary Report, the reason that it appears to have a dip in the unspent balance is because the figure reflected an overpayment that was made to Datco for unused fuel, which has since been reimbursed. The current projected unspent balance is \$428,000, unanticipated staffing vacancies and turnover savings of \$437,000 and special education costs of \$390,000. As previously mentioned, there is about \$150,000 that will be staying with the town from unused special education escrow from the last fiscal year.

#### VII. ADJOURN

Mr. Harrison reminded the Board that the regular May meeting has been cancelled.

On a motion made by Thomas Gugliotti it was voted:

RESOLVED: That the Board of Finance adjourn the meeting at 8:30 p.m.

Messrs: Harrison, Gugliotti, Hamilton, 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.