

**MINUTES**  
**BOARD OF FINANCE REGULAR MEETING**  
**WEDNESDAY JUNE 10, 2009 - 7:00 PM**  
**TOWN ANNEX CONFERENCE ROOM**

Present: William Drakeley, Chairman  
Deb Fuller, Vice Chairman  
Richard Famiglietti  
Andrew Sherman  
Deb Tietz

Absent: Richard W. Anderson

Also Present: Paul Hinckley; First Selectman, Muffy Gomes; Fiscal Officer

**1. Call to Order**

Chairman Drakeley called the regular meeting of the Board of Finance to order at 7:00 PM in the Town Annex Conference Room.

**2. Privilege of the Floor**

No one came forward.

**3. Treasurer's Report**

M. Gomes reported on the Newtown Savings Bank (NSB) interest received. The Town receives a guaranteed 2% interest on that account; and the promise that the account will always do better than the STIF account. STIF currently has an interest rate of 78%. The balance of the assets has been moved to the NSB account.

**Discussion of BANS**

The BANS will be sold. Rates get locked in when the Town goes out to bid; the notes will be sold for one year. The sale date is August 1<sup>st</sup> and historically, the closing date is within one week. At present, Eastern Bank is a big player. There is a no call provision for BANS. Can the Town get a guaranteed rate when the time comes to roll them over? No. D. Tietz asked if the Board wants to fully bond the amount of \$1,530,500 or pay it down. M. Gomes noted that there are potential grants out there. Next year there is the possibility to make about \$200,000 on the principal. R. Famiglietti then wondered if a target should be set as to what should be paid down. M. Gomes believed the payout was one of the last things to look at when doing the budget. D. Fuller agreed that a goal should be set. M. Gomes said the loan should be paid off within six years, at \$250,000 per year. W. Drakeley commented that we want to stay flexible. If we have it next year, it would be better to pay off as much as possible, observed R. Famiglietti. D. Fuller questioned what had been spent on the Strong property, toward engineering. P. Hinckley thought the number was \$12,500. How will we pay for this, asked M. Gomes. W. Drakeley suggested using some of

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the surplus. Discussion followed as to paying off some of the projects and buying BANS for the balance. ½% could be made by putting the money in the NSB account. \$200,000 should be coming in for the Town Hall grant. A. Sherman asked that the Board be careful, given the economic times. After further discussion, the Board decided to go for the BANS in the amount of \$1,530,500.

M. Gomes also gave a handout pertaining to the ACIF's. What money should go back into the general fund? This will be discussed next month.

At this time the Elderly Program was discussed as was the new software installation. The installation has been completed and preliminary meetings have occurred. Training will be held on June 16<sup>th</sup> and 17<sup>th</sup>. "Power Users" will be taught first and then they will train others. Department heads will use the system, except in certain specific circumstances. There has been a problem with the Walsh conversion. Some areas will have parallel systems for awhile, like payroll.

### 4. New Business

#### ▪ Approval of Minutes

##### ○ May 13, 2009 Regular Meeting

**MOTION:** D. Fuller moved to accept the minutes of the regular meeting of May 13, 2009 with the following correction:

Page 1, under Treasurer's Report, 4<sup>th</sup> paragraph to be deleted. "M. Gomes calculated ....postponed)."

R. Famiglietti seconded. **UNANIMOUSLY APPROVED.**

##### ○ June 1, 2009 Special Meeting

**MOTION:** R. Famiglietti moved to accept the minutes of the special meeting of June 1, 2009 with the following corrections:

Page 3, 1<sup>st</sup> motion, A. Sherman's opposition should be stated as "A. Sherman agreed that neither the mil rate nor the appropriation from Undesignated Surplus was subject to approval of the Town Meeting. However, he also pointed out that, in his opinion, the Board had told the Town Meeting that it viewed 7.5% as the proper level for the Undesignated Surplus and was, therefore, planning to appropriate \$500,00 for current use in FY '09-'10."

Page 3, 2<sup>nd</sup> motion, to set the mil rate, the second was made by R. Famiglietti and opposition to the motion by A. Sherman is as stated above.

D. Tietz seconded. **UNANIMOUSLY APPROVED.**

#### ▪ WATA

There was no discussion as the tennis grant was cancelled.

#### ▪ Budget Transfer Requests

There were none.

▪ **Bills**

**MOTION:** D. Fuller moved to accept the clerk's bill in the amount of \$90.42 and approve for payment. R. Famiglietti seconded.  
**UNANIMOUSLY APPROVED.**

**MOTION:** D. Fuller moved to accept the bill from Southbury Printing Centre in the amount of \$190.25 for the printing of the budget document. A. Sherman seconded. **UNANIMOUSLY APPROVED.**

▪ **Correspondence**

There was no discussion.

▪ **Discussion of Annual Report, Timetable**

This will be discussed more fully in July. The department head letter will go out in July. Themes for the Annual Report were discussed, D. Fuller suggested including a dedication to the Town employees and layout. A. Sherman will do the layout.

**5. Unfinished Business**

• **Budget Matters**

There was no discussion.

• **First Selectman's Update**

P. Hinckley gave the following report.

Probate Court

Judge Calabrese informed him about the elimination of numerous probate courts around the State; Woodbury wants to be one of the 50 that remain. Area towns are being wooed, including Thomaston.

Municipal Waste

The Town is doing OK on this; it is 12% below last year, but still met necessary requirements. Recycling is up 6%; but still met requirements.

Work Week

Town employees will go back to a five day work week starting in September. From January to April 8.8% was saved in kilowatt hours, 14% in heating oil, but the goal of 12 to 15% was not met. There were savings in these areas, as well as with propane, but the goals were not met.

Old Town Hall

The scaffolding will come down this week. The tree, an elm, facing Mountain Road will have to come down, it has been looked at by the Tree Warden, the Historic District Commission Chairman and others have also been contacted. Leaving it will

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further damage the roof. The painting of the ceiling was not in the bid but it will need to be painted. It will go out to bid, hopefully, to local contractors.

Peter Road

Phase One on Peter Road will start next week.

Pond Valley

Work on the dam has gone out to bid.

Doolittle Hill

The sidewalk has been completed down Dolittle Hill and along Hollow Road.

Brushy Hill

This project has not been funded through STEAP.

Public Works

The core samples are being analyzed.

Rec House

The kitchen stove has been sold, the oven has been taken out. The aim is to fix up the kitchen.

Boyd Building Basement

The records storage and shelving are to be done by the end of the month.

Hesseky View Road

The Town accepted this road at the May Town Meeting.

Radar Pond Dam

Trees are to be taken down, per DEP requests, everything else has been done.

Hesseky Meadow Pond

The beavers have built a dam here, the water goes under the road and the situation could cause flooding. A “beaver deceiver” will be installed to keep the water at the best level. Hopefully, this will work. Private landowners have to approve of this.

**6. Adjournment**

**MOTION:** R. Famiglietti moved to adjourn the meeting at 8:15 PM to Carol Pecks.

D. Tietz seconded. **UNANIMOUSLY APPROVED.**

FILED SUBJECT TO BOARD APPROVAL

Respectfully submitted,

Linda Leigh, Clerk