

TOWN OF MIDDLEBURY

Board of Finance
1212 Whittemore Road
Middlebury, CT 06762

Meeting Minutes Wednesday October 8, 2014 Shepardson Community Center Room 26

Present: Michael McCormack, Chairman
Stephen Ruccio, Board Member
William Stowell, Board Member
Vincent Cipriano, Board Member
Ken Heidkamp, Board Member Alternate

Absent: Michael Kenausis, Board Member
Peter Trincherro, Board Member Alternate
Dave Cappelletti, Board Member

Also Present: Edward B. St. John, First Selectman
Larry Hutvagner, CFO
Rachel Primus, Recording Clerk
Ralph Barra, Selectman
Elaine Strobel, Selectman

Michael McCormack opened the meeting at 7:02 P.M.

VOTED: Unanimously on a motion by Vincent Cipriano and seconded by Stephen Ruccio to **APPOINT** Ken Heidkamp a regular voting member.

Approval of Minutes from prior Meeting

VOTED: Unanimously on a motion by Bill Stowell and seconded by Ken Heidkamp to **APPROVE** the September 10, 2014 meeting minutes as presented.

Chief Financial Officers Report

Larry Hutvagner reported that revenue is on budget. He noted the State grants are coming in on their time schedule. He said that the State of CT does a much better job now paying them because most of the payments come by ACH transfers. He said there are no departments that are over budget at this time. He stated there are a few items with dispatch; they are moving on to the State T1 line, which took the State months to approve. Steve Ruccio asked if the State is going to pay for it. Mr. Hutvagner said they will.

Tax Collector's Report

Include in packets.

Budget Transfers

Larry Hutvagner said there was a budget transfer for June 2013/2014 to pay the bills for motor vehicle maintenance on the older Police Department cars. They are over \$1000.00 which will require a vote from the board.

VOTED: Unanimously on a motion by Steve Ruccio and seconded Vincent Cipriano to **TRANSFER** \$2,205.00 from Power and Control 01-40-02-6100 and \$1,034.23 from Telephone 01-40-02-6112 totaling \$3,239.23 to Motor Vehicle Maintenance 01-40-03-6417.

Correspondence

None

Chairman Comments

Michael McCormack noted that at last month's Board of Finance meeting the First Selectman had three attorneys that are on the town payroll come to the meeting. He thought this was strange because there was nothing on the meeting agenda that would require an attorney, let alone three attorneys. Mr. McCormack said the Board of Finance members are volunteers that, while they might not always agree, work very hard to provide the taxpayers with value for their tax dollars. So, seeing a waste of taxpayer money for some silly political game that the First Selectman was playing was quite upsetting and he hopes this kind of thing doesn't happen again and he hopes this ends this kind of stuff.

Public Comments

None

New Business

1. Discussion and Action on Capital Plan.

Mike McCormack said he feels the items that need immediate action should come first. These are primarily the Shepardson School, the Town Hall and the Police Department. He has received the numbers on the items that are needed to be addressed. He stated the roofs will be done first and the tank removal second. He said they need to have an engineering study done on roofs this size. Mr. McCormack said he is looking to get approval to put \$50,000 in an account to get the process moving. He noted the Reserve account has \$197,000 and would like to take the \$50,000 from there. First Selectman St. John said he will need town approval for that. Bill Stowell said he thinks the estimated cost for an engineering study and inspection will be higher and felt it would be smarter to take \$80,000. Mr. St. John said that at the next Board of Selectman meeting they will prepare the motion and then forward it to the BOF. Larry Hutvagner said the Reserve Account is a three part account and that the money for the town facility improvement has

been spent. He said there is no line item left, only for land or open space.

VOTED: Unanimously on a motion by Stephen Ruccio and seconded by William Stowell to **RECOMMEND** to the board of selectman to take \$80,000 out of any reserve account.

2. Discuss progress on lock box and discuss progress on moving to a cashless system.

Mike McCormack stated a committee has been formed to determine any problems that may arise with the lock box and to have discussions with other towns. He said he feels this is the way of the future, and does not feel it will happen immediately, but it will happen. Mr. McCormack said he has spoken with different department heads and they are already moving away from a cash system. He did say he found that some departments only accept checks. Mike McCormack said that Bob Smith had brought up the US Coins and Currency Coinage Act from 1965. He stated they will get a definitive ruling before it's over.

Eddie Salisbury stated she does not agree with eliminating cash payments. She said she had given Mr. McCormack a list of fees charged in the Town Clerks Office. She reviewed the fees with the Board. She felt they were inexpensive fees and most are guided by the State. Ms. Salisbury said she sent out a survey to local Town Clerks, 104 responded, and found that all that responded take cash and that Southbury does not accept more than \$50.00. She feels that cash works and is a legal tender. Eddie said she was concerned over the elderly because most pay in cash. She said she does not agree with eliminating cash and has never had a problem with it. She noted they do not accept debit or credit cards in the office and that the bigger fees are paid by check. Stephen Ruccio said that based on the numbers given by Eddie he agrees that the Town Clerks office should still accept cash.

First Selectman's Comments

Edward St. John said he was not formally going to respond to the Chairman's comments but asked for it to be part of the meeting minutes and he then will respond at another time. Mr. St. John noted they have discussed the cashless system and thought it was agreed upon at the last meeting they would put a committee together who would report to the Board of Finance. Mr. St. John said he had asked the Chief of Police to attend tonight's meeting. He noted that he has been getting settled in and that upon his arrival he found there was a lot of unfinished business. First Selectman St. John said he feels he has great people skills. Chief James Viadero thanked Mr. St. John and the Board for having him tonight. He said he was pleased with the progress that has been made. Chief Viadero said he is pleased with the how the finances are tracked and he wants to keep it as transparent as he can and he doesn't want to keep anything from the board or the town. Mike McCormack said he can call anybody on the Board if he needs an answer to anything. Ed St. John said that at the last department head meeting there was a discussion regarding the purchase orders and that some people created a nightmare for Chief Financial Officer. Mr. St. John noted that he was hoping to proceed differently with the Capital Plan. Mike McCormack noted there was an article in the paper about the GIS the assessor put up. He felt it was wonderful for the town and thanked him for putting it up.

VOTED: Unanimously on a motion by Stephen Ruccio and seconded by Vincent Cipriano to **ADJOURN** the meeting at 7:34 p.m.

Respectfully Submitted,

Rachel Primus
Recording Clerk

Cc: Board of Selectmen
Board of Finance and Alternates
Larry Hutvagner, Chief Financial Officer
John Calabrese, Town Treasurer
Rachel Primus, Recording Clerk
Email Notification for Website
File

- 80000 - engineering -

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the first selection had three alternatives
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come to the meeting & thought
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- town clerk
- Building Dept
- Public Work
- Fair Market
- Library

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