



TOWN OF MIDDLEBURY

*Board of Finance
1212 Whittemore Road
Middlebury, CT 06762*

Special Meeting Minutes Wednesday April 6, 2015 Firehouse 65 Tucker Hill Road

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

Absent: Peter Trincherro, Board Member Alternate
Michael Kenausis, 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 7:20 P.M.

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

Routine Matters

1. Approval of Minutes from prior Meetings

VOTED: Unanimously on a motion by William Stowell and seconded by Vincent Cipriano to **APPROVE** the March 4, 2015 special meeting minutes as presented.

VOTED: Unanimously on a motion by Vincent Cipriano and seconded by William Stowell to **APPROVE** the March 11, 2015 special meeting minutes with the following changes: the dates of the approve meeting minutes be changed from March 11, 18, 25, 2015 to February 11, 18, and 25, 2015.

2. Chief Financial Officers Report.

Larry Hutvagner reported the revenues are as budgeted and there are no shortages, just WPCA which has already been discussed. He stated the Police Department is over budget due to staffing overtime and vehicle maintenance, as well as Public Works because of snow removal overtime, snow material and vehicle maintenance.

3. Treasurer's Report

None.

4. Tax Collectors' Report

Larry Hutvagner noted this was included in the packets.

5. Budget Transfers

Elaine Strobel stated they needed to transfer \$5,000 from the Notes/Bond Issuance Expense (01-73-04-6703) and \$608 from Probate Court Allocation (01-21-04-6801) to Computer/Technology (01-72-00-6973). She noted this was due to the 2003 server being so old that it cannot get serviced any longer or hold a firewall and is in need of an upgrade. She stated they will put information from 2003 server onto the server that was purchased 2 years ago. They are not purchasing a new one, it is just software. They will also be buying one workstation.

VOTED: Unanimously on a motion by Stephen Ruccio and seconded by Vincent Cipriano to **TRANSFER** \$5,000 from Notes/Bond Issuance Expense (01-73-04-6703) and \$608 from Probate Court Allocation (01-21-04-6801) to \$5,608 Computer/Technology (01-72-00-6973).

6. Correspondence

None

7. Chairman Comments

Michael McCormack wanted to thank everyone for the job done on the budget. He noted they had a hard job this year because of the revenue that was pulled out and it was hard to make up for that loss. He stated this budget is done, and now they need to talk about next year's budget. He said he would like to set up two sub-committees. He read in the paper that Southbury had merged jobs and is down one less position. He would like to form a committee where they possibly can look at doing the same. He noted this is not something that will happen soon, but in the near future. He felt if they had the opportunity to merge departments then they need to take advantage of that. He also noted the committee should look into full time jobs that can be reduced to part time.

8. Public Comment

Charles Gerthier, 397 Whitedeer Rock Road, representing the Lake Quassapaug Association, explained to the board the conditions of the lake with regards to the evasive weeds. He noted the lake is a tremendous asset to the town and its residents. He felt if the lake is not taken care of it would cost the town in reduced property taxes. He noted they have received \$14,700 from other individuals and are asking the town to contribute \$5,000. Mr. McCormack stated they had presentations from other people regarding the lake in the past. He noted there is no public access to the lake but that they agreed tonight to pay the \$500 dues. Mr. McCormack stated they want to be good contributors to the lake but in their fair share.

New Business

1. Discussion and Approval on 2015-2016 FY Budget

The Board discussed the changes that were made to the previously approved budget. The following changes were made on Expenditures:

Employee Benefits

01-66-06-6903 Medical Insurance/Reserve was decreased by \$1,653

01-66-06-6910 Medicare-Employee Portion was decreased by \$24,000

The following changes were made on revenues:

Park & Recreation Self Sustaining Account

01-59-59-4650 Adult Programs was increased by \$16,900

01-59-59-4651 Children's Programs was increased by \$90,650

01-59-59-4652 Summer Programs was increased by \$106,050

01-60-60-4700 Admissions & Passes was increased by \$58,450

01-60-60-4720 Gate Receipts was increased by \$5,400

The total budgeted amount for FY 2015-2016 is \$10,153,880.01

VOTED: Unanimously on a motion by Stephen Ruccio and seconded by David Cappelletti to **APPROVE** the proposed budget of \$10,153,880.01.

First Selectman's Comments

Edward St John wanted to discuss the comments from the Public Hearing about the vote taken at the Board of Finance meeting regarding the fire department. He felt they should have had the courtesy of speaking with them about the situation and should not have had the discussion at the Public Hearing. Mr. St John stated he also had a discussion with the BOF about looking into Fraud Assessment, which was never done, and he feels they owe it the residence. He noted he still feels this is something they should look at and explore. Michael McCormack stated they want to look into a new auditing firm for next year. Mr. St John asked that they include a fraud assessment as part of it. Stephen Ruccio agreed with Edward St John.

A discussion ensued about giving financial assistance to the Lake Quassapaug Association and how the town should be part of this association. Michael McCormack stated the least they could do is pay the \$500 to join and would like to put this in the budget.

VOTED: Unanimously on a motion by David Cappelletti and seconded by Vincent Cipriano to **ADJOURN** the meeting at 7:45 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