

**Town of New Hartford  
Board of Finance Regular Meeting  
Town Hall – 530 Main Street  
Tuesday, June 12, 2012 – 7:00 PM**

**PRESENT:** BOF members: Ben Witte, Jim Fitzgerald, Reggie Smith, Jr., Maria Moore, Dan Charest, Alternate Joe Gareis, Bookkeeper Annie Witte, Dan Eddy of the Recreation Commission and Recording Secretary Penny Miller

**ABSENT:** Kate Rieger and Alternate Bill Coates

Chairman Witte opened the meeting at 7:00 p.m.

**Seating of Alternates:** Joe Gareis seated for Kate Rieger

**Changes to the Agenda:** None

**Approval of Minutes:**

**MOTION:** by Smith, second Charest to approve the minutes dated May 15, 2012.

BOF Chairperson Witte asked that on page 1 under 'Set Mill Rate for 2012-13 budget year', the dollar (\$) sign on the 1<sup>st</sup> line in two places be removed. Also, the percentage (%) sign in the 1<sup>st</sup> line of the first motion where it reads: set the mill rate at 24.8 for the fiscal year – be removed.

**MOTION:** by Smith, second Witte to amend the minutes as stated.

*Aye: All members present as amended, no abstentions, no opposition*

*Aye: All members present on the minutes, Moore abstained, no opposition*

**MOTION:** by Smith, second Gareis to approve the minutes dated April 17, 2012.

*Aye: All members present on the minutes, Charest & Fitzgerald abstained, no opposition*

**Opportunity for Public to Speak:** None

**Bookkeeper's Report:**

Bookkeeper Witte said that as of yesterday all the projected revenues were posted in the general fund. We are at a plus of \$175,886.35 without taking in any surplus. The delta has the pluses/ minuses as of June 11, 2012. We are on good shape for revenues without having to pull in any surplus.

The LOCIP is done at real time. The current tax collection as of June is at a rate of 98.41%. The projected revenue represents the 98.41%.

Other income is sale of scrap metal, fingerprinting and other income that is outside of the realm.

One big reclassification was the retail sales tax. It was in Other Income and is now back in the retail sales tax.

All the state money has been collected. There are no receivables in this report.

Spec ed costs – significant increase over what was budgeted.

On the expenditure side – we have a lot of projects going on. We will be within budget with no problems.

It will be August before we see the whole package after all the bills are paid.

Chairman Witte said that it would be good to look at the capital budget periodically – possibly quarterly. The tax collector is always a month behind the bookkeeper. People have until the 10<sup>th</sup> of the month to pay their taxes.

The ambulance will have a surplus at the end of this year. We will not be giving them the last \$26,042 this year. We are underfunding what we budgeted for. First Selectman Jerram has talked to the ambulance about their surplus and the budget was scaled back.

Member Moore brought up Regional Refuse Disposal #1 (RRD#1) and their surplus. Chairman Witte explained that they build up a capital fund and then buy something that they need.

**Treasurer's Report:** None

**Selectman's Report:** Bookkeeper Witte gave the report for First Selectman Jerram who was attending the graduation ceremonies at Regional 7.

1. USDA funds have been returned (\$455,891). They are still available for use, but will be dispersed according to USDA protocol.
  2. FEMA applications for Irene and Lee are completed (totaling \$95,503.94)\*.
  3. FEMA application for Alfred #1 (shelters/generator) is completed (totaling \$14,345.71)\*.
  4. FEMA application for Alfred #2 (emergency work/debris removal) is nearly complete (current estimate totals \$29,719.53)\*.
- \* Note that FEMA reimburses @ 75% of total approved application.
5. Debbie Ventre has been hired to replace Nancy Eldridge in the Town Clerks office.
  6. Karen Wieduwilt has been hired to replace Debbie Ventre in the Tax Collectors office.
  7. Livery Pool Road has been repaved (estimate \$60,000).
  8. Cross pipes of Woodchuck Lane are in process of being replaced (\$20,000 estimate) – the pipe started to fail last week.
  9. Drainage work is underway on Tanglewood Road – repaving to follow.
  10. Estimates are being received for drainage on Steele Road.

11. New contract (Integris) has been signed for electricity at Town Hall and Town Garage (4 year deal fixed @ roughly \$0.069/kwh).
12. DPW union contract nearly finished (at lawyers).
13. Pension modification finished (at lawyers).
14. Budget on track – in the black
15. State troopers costs continue to rise...now at \$104,000 per trooper.

#### **Other Items to Come Before the Board**

Chairman Witte & First Selectman Jerram received a letter from Bryan Keilty, Board of Education Chairman, regarding the New Hartford School Consolidation. The Board of Education has prepared some preliminary work regarding the consolidation. They are looking for a mutual time to meet with the Board of Education, Board of Selectman and the Board of Finance. It was suggested that the Board of Education recommend a couple of times that they could meet during the summer and that this discussion not be put off to September

Chairman Witte said that in regards to Board of Finance meetings in the summer, generally either a July or August meeting has been skipped. The board may want to skip the July meeting unless there is a need to have one.

Member Moore said that she has been approached by a four commissions with concerns about having access to their funds that are in the budget. She said that these commissions wanted clarification. Member Moore was asked if she had documentation and she replied “not really”.

There is a procedure that has been in place since Bill Baxter was First Selectman that you can only spend a certain amount per purchase order. You need a purchase order in place with signatures before any purchases can be made. Chairman Witte said he would like to take this off the table. The commissions should go to the Board of Selectman first and if it can't be resolved with them, then they can come to the Board of Finance.

Member Fitzgerald asked for the names of the four commissions that are having problems. Member Moore skirted the question and did not answer.

**MOTION:** by Gareis, second Fitzgerald to adjourn at 8:15 p.m.

*Aye: All members present, no opposition, no abstentions.*

Respectfully submitted:

Penny Miller  
Recording Secretary