

**New Hartford  
Board of Finance Meeting  
May 10, 2011**

**Present:** Ben Witte, Jim Fitzgerald, Alesia Kennerson, Roy Litchfield, Dan Charest, First Selectman Dan Jerram, Bookkeeper Anne Witte, Board of Education member Steve Tuxbury, Members of the public Joe Gareis, Maria & Bob Moore, Recording Secretary Penny Miller.

**Absent:** Reggie Smith, Laura Sundquist

The meeting was called to order by Chairman Ben Witte at 7:02 p.m.

**Seating of Alternates:**

Roy Litchfield, Alternate, was seated for Reggie Smith.

**Adoption/Revision of Agenda:** There will be no superintendent report. The new Board of Education Chairman Brian Keilty has asked that we remove the expenditure request from tonight's meeting.

Chairman Witte commented that BOE Chairman Keilty is trying to either reduce or eliminate the over expenditure funding request. This item may be discussed at the June BOF meeting.

First Selectman Jerram said that he will give Treasurer Gordon Ross' report that night.

**Approval of Minutes:**

**MOTION:** by Kennerson, second Charest to approve the minutes dated April 12, 2011 as presented.

*Aye: All members present, no opposition, one abstention Jim Fitzgerald*

**Opportunity for the Public to Speak:** no comments

**Bookkeeper Report:**

Bookkeeper Anne Witte reported on the Revenue side the taxes have come in. Dr. O'Reilly's boiler grant has come in. The LOCIP was approved but not received. The transportation came in at \$40,479.00 and the ECS Payment was \$1,347,688.

Member Kennerson asked if this is it. Bookkeeper Witte responded yes we are not getting the \$57,000 for transportation.

The taxes are still coming in. We may need to pull in some of the budgeted surplus into revenue. The rest of the ECS just came in and was not posted.

**Treasurer's Report:**

Mr. Jerram handed out the treasurer's report in Gordon's absence.

**First Selectman's Report:**

The Winchester Road Bridge was started on May 9<sup>th</sup> and the deck is off. Hemlock was the low bidder and they held their bid from last year. Unless the price of paving goes up we should be right in the ballpark. The 1<sup>st</sup> job meeting will be held on May 12 and First Selectman Jerram plans to keep the public informed on the progress using the New Hartford website and local newspapers.

First Selectman Jerram reported that we are tighter than tight. No overages are anticipated. There has been some savings in the health insurance around \$30,000.

The work on the outside veneer at the salt shed is again in process. They will start applying the concrete next week.

Some warranty work on the erosion needs to be done. All applications are in and an interim permit has been filed. There are new regulations so a reapplication was submitted today. We want to be sure we are compliant with all DEP requirements.

Lenard Engineering is looking at the field house roof and making sure they have all the engineering right before they start any work there.

HO Penn is looking for a road grader.

Close to a deal for the town employees contract – it is with the lawyers. At the next BOF meeting First Selectman Jerram should more information.

Treasurer Ross will have a recommendation on a new bank by the June BOF meeting.

Mr. Witte discussed allowing the Board of Education CAPEX to go into a designated fund allowing it to roll over beyond the budget year, similar to what is done with Town CAPEX. For instance, the town has a capital budget. The town takes the capital budget and sets up a wash account that is designated, and expenditures can go against the project beyond the current fiscal year. If it goes beyond the next fiscal year, then it becomes un-designated.

If you set up a new bank account it needs to go to a town meeting. The way it is now the capital left at the end of this fiscal year goes back into the general fund.

Chairman Witte would like to have the auditors tell them how to set up this account and the parameters to do so and how to do it.

Chairman Witte also met with Bryan Keilty the new chairman for the Board of Education this morning.

Chairman Witte feels that the Board of Education should have the same restrictions and freedom that the town has in respect to the CAPEX.

Member Fitzgerald would like to see Chairman Witte take this up with the auditors. Everyone present agreed.

Steve Tuxbury is the vice chairman for the Board of Education.

#### **2011 – 12 Budget:**

Member Kennerson commented that negotiations stopped and layoff notices sent out to state employees. Member Kennerson sent to this committee a copy of the proposed cuts by Governor Malloy. A copy is filed with these minutes. Two items to be eliminated are the Mashantucket Pequot grant and the elderly tax grant.

Chairman Witte said we are at a point of setting a mill rate without having a final budget from the state.

The current mill rate is 24 – budget as passed requires a 0.92 % mill rate increase, or 0.222 mills. We need to set what we want the mill rate to be for the next year. Chairman Witte will put this in a letter to Tax Collector Sheffield and she will send out with tax bills. His recommendation is 24.2 mills.

Member Litchfield asked what does .2 mills represent. Chairman Witte said around \$130,000. One place we have some money is the CRRRA money.

First Selectman Jerram said that on a \$200,000 assessment the taxes will increase \$44.00.

If we are anticipating having a short fall – then maybe we should round up the mill rate.

Member Litchfield would like to see no more than a .2 mill increase

Member Charest thinks we should do the best that we can with what we have.

**Motion:** by Litchfield second by Fitzgerald that we go with the .20 mill increase. The mill rate will increase from 24.0 to 24.20.

*Aye: All in favor, no opposition, no abstentions*

The new mill rate will be 24.20.

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

We need to appoint an auditor by the end of June. Chairman Witte spoke with Bob King, Auditor, and they would like a 2% increase to cover rising costs. However, they did not want the cost increase to put the Town's business at risk and would do the audit at no price increase if necessary.

**Motion:** made by Fitzgerald second by Litchfield to appoint R.E. King & Company as the auditors

*Aye: All in favor, no opposition, no abstentions*

**Motion:** made by Fitzgerald second by Kennerson not to pay them an increase.

*Aye: All in favor, no opposition, no abstentions*

Member Litchfield asked does the WPCA get a bill for their portion of the audit. No, the bookkeeping has been separate but not the audit. The town pays for the WPCA and the school. The town and the WPCA is in one audit and the school is a separate audit.

The new WPCA Chairman is Bob Krzys.

The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Penny Miller  
Recording Secretary