

**Town of New Hartford  
Board of Finance – Regular Meeting  
Tuesday, May 10, 2016 @ 7:00 pm**

**Present** Members Reggie Smith, Jr. Dan Charest, Steve Tuxbury, Alternate Bob Nilsson, First Selectman Dan Jerram, Tax Collector Linda Sheffield, Treasurer Gordon Ross, Bookkeeper Annie Witte, Selectmen Alesia Kennerson & Laura Garay, Members of the public: Bob Howson, Tom Buzzi and Recording Secretary Penny Miller

**Absent** Chairman Jim Fitzgerald, Bill Coates, Bart Baxter

Acting Chairman Smith called the meeting to order at 7:02 p.m.

**Seating of Alternates** Bob Nilsson for Jim Fitzgerald

**Opportunity for Public Comment** None

**Approval of Minutes from the April 26, 2016 BOF Special Meeting**

**MOTION** by Tuxbury to approve the minutes of the Board of Finance Special Meeting dated April 26, 2016; seconded by Nilsson.

*Aye: Smith, Nilsson, Tuxbury; Opposed: none; Abstained: Charest*

**Suspense List, Tax Collector – Linda Sheffield**

Ms. Sheffield presented the Suspense List, totaling \$10,997.66, dated May 10, 2016. The items on the list have been removed from anticipated income for the Town but remain collectible for 15 years. Each year the list is turned over to a collection agency for collection of unpaid taxes. Member Tuxbury asked if it was mainly for vehicles and Ms. Sheffield said there may be a few businesses' personal property for businesses that have closed.

**MOTION** by Tuxbury to approve the Tax Collector's Suspense List dated May 10, 2016 and to authorize Acting Chairman Reginald J. Smith, Jr. to sign the document; seconded by Nilsson.

*Unanimous*

**First Selectman's Report – Dan Jerram**

First Selectman Jerram reported a large turnout (1,071 people) for the recent budget vote. There has been a change in the repairs line of the Expenditures report due to restoration repair of the street sweeper. A Federal Grant, 5301A – senior transportation, grant has been submitted for a van for the seniors. It is a 12-person mobility van with ADA lifts that retails for \$55,000 and they will do 80%. In last year's capital there was \$20,000 for municipal improvements for parking at the open space on the south side of East Cotton Hill. Currently our employees are working on the parking lot, signage, stone wall modification, split rail fence, etc. With the passing of the budget

the new truck has been ordered with anticipated delivery in October. Everything has been put in place and work has been started on the demolition of the Brodie House. Mr. Jerram and Supt. Murphy will be meeting with Oak Hill School officials following their letter of intent for more space. A town meeting has been set for 5 additional items: the sale of two lots on Dorothy Road, acceptance of an open space piece on East Cotton Hill, election to Standclift Cove Commission, and the land-use ordinance revision with a restriction as to how many hours a person can work. Mr. Jerram heard that our municipal revenue sharing will be adjusted downward as a result of the compromise and our ECS cut will be not be as severe. The net effect of the changes that will be made will be in our favor about \$27,676.

**Bookkeeper's Report – Annie Witte**

Ms. Witte reported we are in good shape in terms of revenue and the expenditures are under budget. An updated year-end projection has been done and we are \$63,600 expenditure underspent to budget. Member Tuxbury asked for an explanation of why with 27 pay periods this year it will cost an additional \$9,000 but the affected employees will not receive extra pay. Bookkeeper Witte said this only happens in a leap year and the \$9,000 will be taken out of the current fiscal year. Ms. Witte said that in 4 years this will not occur again as the issue will have been corrected.

**Treasurer's Report – Gordon Ross**

Mr. Ross reported there is nothing remarkable. The General Fund has the required minimum plus the Sweep Account. We will stay to the good because on current projections and assumptions we will be spending less on various projects. Mr. Smith asked when the monies for the bridge will be needed. Mr. Ross said we delayed & self-financed as long as we could. When we are comfortable that all the work will be done we will do long-term financing a year hence. Mr. Smith asked when the principal and interest payments for the school construction & the bridge will hit the budget process. Mr. Jerram said that will work itself out at the end of the construction process in November when everything will be re-financed and the payment schedule will be made available. The goal is to finish the project by end of the summer with a few changes.

**Discuss and take any action regarding line item transfers in the current 2015-2016 town operating and capital budget specifically for the potential replacement of the Town Jeep (1<sup>st</sup> Selectman's vehicle).**

Mr. Smith said at the Selectman's meeting tonight a motion was made to approve \$22,000 coming out of the Highway Overtime. Mr. Jerram said in trying to save money in the budget process we looked for opportunities to save money and bring down the 2016/2017 budget year. Currently there is \$29,602 in Highway Overtime. The goal is to buy a something similar to the Jeep with 4-wheel drive.

**MOTION** by Charest to authorize transfer of \$22,000 from the Highway Overtime to Capital for the replacement of the Selectman's vehicle; second Nilsson.

*Unanimous*

**Discuss and take possible action on setting of Collection and Mill Rate for Fiscal Year 2016-2017**

Mr. Jerram said the two lines we are concerned with is the new Municipal Revenue Sharing Sales Tax revenue originally estimated by the state to be \$202,014 is now estimated to be \$140,338. On the Revenue Sharing as a result of the budget compromise we will see a reduction in that line. During our budget meetings the board implemented the governor's recommended cut on ECS which would have reduced our ECS grant to \$3,057,048 which stood at a cut year over year of \$130,669 and now the new number is \$3,145,400. The offset is \$27,676 to the good to what we were anticipating. After a short discussion the board decided to postpone setting a mill rate until more clarity is received on the state budget & revenues.

**Communications or other items to come before the Board**

None

**MOTION** by Charest to adjourn at 7:40 pm; seconded by Nilsson.

*Unanimous*

Respectfully submitted,

Penny Miller  
Recording Secretary

Attachments:  
Suspense List, dated May 10, 2016  
Expenditures & Revenues dated 4/1 /16-4/30/16  
Projected Revenues  
Projected Revenues before & after changes