

**New Hartford Board of Finance Regular Meeting
Tuesday, September 11, 2018 @ 7:00 pm**

Present: Chairman Jim Fitzgerald, Members: Regina Wexler, Reggie Smith, Jr., Steve Tuxbury, Dan Charest, Ben Witte, Alternates: Paul Leclair, Bart Baxter and Recording Secretary Penny Miller

Absent: Alternate Kerry Guilfoyle

Others Present: First Selectman Dan Jerram, Selectmen Alesia Kennerson & Eric Claman (in at 7:34), Bookkeeper Annie Witte, Members of the Public: Christine Hayward, Karl Hermonat, Linda Goff, Kelly Odell Longhi, Laura Garay, Tom Buzzi, Tim Goff, Jen Benaitis, Bob Howson and others.

Chairman Fitzgerald opened the meeting at 7:03 pm.

Seating of Alternates: As the full board was present no alternates were seated.

In remembrance of September 11, 2001, member Smith suggested we start the meeting with the Pledge of Allegiance.

Chairman Fitzgerald announced this may be one of his last meetings as he is moving. He anticipates his move to be completed by the end of October. A new chairperson and board member will need to be appointed.

Approval of minutes:

MOTION: by Smith to approve the minutes of July 17, 2018. Second by Tuxbury.

Discussion followed. Member Witte said the point of the Board of Education visit at the July meeting was to inform the BOF because of an increase in enrollment they would be adding an additional kindergarten teacher and 1.5 paraprofessionals with a total deficit of \$60,000. They were not looking for the money now but in the future. Even though the letter is on file with the Town Clerk, Mr. Witte felt there should be a statement in the minutes to reflect this.

MOTION: by Witte that we add a statement under the Board of Education section of the minutes that the Board of Education informed the Board of Finance that due to increased kindergarten enrollment to 61 from an anticipated 50 students that they have approved adding one teacher and 1.5 paraprofessionals for a net deficit of \$60,000. However, no additional funding was requested from the Board of Finance at this time. Second by Tuxbury.

Discussion followed.

Motion on the amendment:

Aye: Witte, Tuxbury, Smith, Wexler, Opposed: Fitzgerald, Abstentions: Charest

Motion passes

Motion on the amended minutes:

Aye: Witte, Tuxbury, Smith, Wexler, Fitzgerald; Abstentions: Charest

Motion passes

Communications to the board:

At the end of the last BOF meeting, Donna LaPlante made a statement relative to the Board of Education's letter. Mrs. LaPlante was unhappy with the approach that Superintendent Murphy made about having to hire an additional teacher. She felt that there wasn't a lot of pre-planning on his part. Her letter is available at the town clerk's office.

Public comment:

None

Review of all FY 2018-2019 monthly and YTD reports on all revenue, expenditures and period comparisons as requested from the Board of Finance of the Bookkeeper

The period comparison could not be done. The fiscal year reports were distributed to board members.

First Selectman's Report:

First Selectman Jerram said that the funding for the wood chipper has been completed and the unit is in operation. Renovation projects: the town garage lift system, Callahan Park has been spruced up by taking out the basketball courts & nets out. The fencing there is fine. Paving season is an on-going project. Recently completed is Lynette Court, Loomis Heights, Pioneer and part of Ramstein. He said the reimbursement grants (\$43,734) for the Antolini project hasn't hit the revenue sheet yet. Dunkin Donuts is ready to break ground and is out to bid. One of the stopping points is the absence of sewer in the street that they can access. They are looking into an easement through the existing Dunkin Donuts to grant the sewer line in front of the old Laundromat. Carpenter Road Bridge – all the approvals are in and the contractor will be brought back. This project should be restarted next week.

Mr. Fitzgerald said the net revenue surplus is \$157,478.55. The budget was underspent by \$42,064.52 with the total surplus for FY ending June 30, 2018 is \$199,543.07. Town Treasurer Ross' report was shared with board members.

Discuss and take any action regarding line item transfer requests for consideration and approval by the BOF for the Fiscal Year that ended June 30, 2018

Ms. Wexler said on the treasurer's report was it decided from the audit that we might be answerable for the Neighbor to Neighbor account. Mr. Fitzgerald thought the auditor said it shouldn't be in there. Ms. Wexler thought there was some liability to the town as we administer it. Mr. Jerram replied it is audited but it isn't taxpayer money and currently there is about \$10,000 in it. It is considered *Other Funds*.

MOTION: by Witte that we approve the line item transfers for Fiscal Year ending June 30, 2018 as presented for a total of \$74,828.01. Second by Charest.

Discussion followed. Mr. Tuxbury thought some of these transfers could have been approved before we had expenditures. Ms. Wexler asked Mr. Witte if at one point was it the policy of the 1st selectman office to come to the Board of Finance for advice or approval on line item transfers before they were made. Mr. Witte replied he doesn't believe it being a policy in the 15-20 years he has been on the board. He doesn't recall any line item transfers specifically in advance of expenditures. Mr. Tuxbury said all expenditures should be approved by the BOF before they are expended. Mr. Jerram said these are the lowest expenditures in five years. They make up about 1.5% of the general government budget. Mr.

Jerram said he has surveyed all the surrounding towns and they all do single reconciliations like New Hartford.

MOTION: by Smith to close the discussion. Second by Witte.

Unanimous

Vote on the Motion:

Aye: Witte, Charest, Opposed: Wexler, Fitzgerald, Tuxbury; Abstained: Smith

Motion fails

Discuss and take any action regarding line item transfer request for consideration and approval by the BOF for the current Fiscal Year (2018/2019) July 1, 2018 to date

Other Items to come before the Board

Mr. Fitzgerald read a letter from Superintendent Murphy re: contract negotiations with the *New Hartford Administrators' Association*. A member from the Board of Finance needs to attend these meetings re: statutory requirements under Section 10-153d. The first meeting is next week. Mr. Tuxbury will be the Board of Finance representative to attend these meetings.

The Board of Education meets next Tuesday. Mr. Fitzgerald asked the board for availability of a special meeting at 6:30 with the Board of Education re: the New Hartford Administrators' Association contract.

MOTION: by Smith to adjourn at 8:08 pm. Second by Witte.

Unanimous

Respectfully submitted,

Penny Miller
Recording Secretary

Available from the Town Clerk:
Line Item Transfers
BOE Letter re: Negotiations with the New Hartford Administrators' Association