

Town of New Hartford
Board of Finance Meeting
New Hartford Town Hall
Tuesday, December 9, 2014 @ 7:00 p.m.

Present: Chairman Ben Witte, Members Jim Fitzgerald, Steve Tuxbury, Reggie Smith, Maria Moore (in at 7:22 pm), Dan Charest (in at 7:40 pm), Alternate Steve Roth, Town Treasurer Gordon Ross, Bookkeeper Annie Witte, First Selectman Dan Jerram, Selectwoman Alesia Kennerson, Region #7 BOE member Noel Gauthier, member of the public Joe Toro, Kathryn Boughton (reporter), Bob Moore (reporter in at 7:22 pm) and Recording Secretary Penny Miller

Absent: Alternate Bill Coates,

Seating of Alternates: No opportunity to seat alternates at this time.

Adoption / revision of agenda: First Selectman Jerram asked if his presentation could be moved up as he needed to leave early.

First Selectman's Report: First Selectman Jerram reported that both referendums passed. A STEAP grant has been submitted for a patio pavilion in the downtown area. As mentioned at the November BOF meeting, the DEEP Stormwater General Permit hearing is slated for December 17, 2014. Mr. Jerram stated again that the requirements for a Tier 1 town are difficult and reminded all that New Hartford has been designated as a Tier 1 town. He is hoping that these changes to the requirements do not pass. Mr. Jerram will send a blanket letter to the BOF members and ask that they send it in to Senator Witkos and Representative Simanski. Mr. Jerram continues to negotiate with the newly formed constable unit.

Opportunity for Public to Speak: None

Approval of Minutes:

MOTION: by Fitzgerald, second Tuxbury to approve the minutes of November 18, 2014.

Aye: Fitzgerald, Smith, Tuxbury, Abstained: none, Opposed: none

Motion carries.

Bookkeeper's Report:

Ms. Witte reported that at this time the tax collector's collection rate is 55.48%. Chairman Witte asked if the audit is done and she reported it is still in process. As the taxes are paid the rate will go up. The line item for refunds from the BOE is for items paid for that didn't happen so the money was returned.

Treasurer's Report:

Chairman Witte has talked with Town Treasurer Ross about seeing more in-depth reports. They talked about how often and what is reported on. Mr. Ross stated that since day one when he took over this position, the reports have continued to be the same. Mr. Ross always thought the numbers were meaningless since they are just balances. Mr. Ross has spoken with the bank about what Member Fitzgerald

is looking for. The bank can't provide the information he is looking for but someone in the town hall offices could pull all the information together for him. Mr. Ross doesn't feel that someone is taking money for themselves. All checks have three (3) signers / signatures. Anyone can come in and look at the statements. Mr. Fitzgerald wants to make sure there is no misunderstanding. He is looking for a copy of the statement from the bank that shows the bank's name and the balance as of the date the statement came out. Mr. Fitzgerald would like a copy of the three statements that make up the numbers Mr. Ross reports on.

(First Selectman Jerram and Selectman Kennerson left at 7:19 pm)

Chairman Witte suggested that the BOF receive the top summary page of the three (3) bank statements. Member Smith suggested that they look at it in January and then make a decision about what they want. Mr. Ross relies on the auditors to ferret out any major problems. All transfers are made by wire transfer.

(Member Moore arrived at 7:22 pm and Bob Moore (reporter) arrived at 7:22 p.m.)

Mr. Ross said that someone does check to insure that all deposits and checks are recorded properly. The general fund is \$300,000 at the end of each month. Chairman Witte suggests that they look at the Treasurer's Report every quarter including the investment accounts. For the next month Gordon will print out 10 copies of the 3 accounts including the investment accounts.

Election of BOF Chair for 2015

Chairman Witte asks that the next chair treat all members with respect as he has. This includes the public and other boards. If you are not willing to hold yourself and those around you with respect then don't take the position as chairman of this board. That is my concern.

MOTION: *by Tuxbury, second Smith to nominate Jim Fitzgerald as the next BOF Chair.*

Discussion followed with Member Smith saying he will be vice chair. There were no other nominations.

Aye: Smith, Tuxbury, Abstained: Moore, Opposed: none

Motion carries.

Member Fitzgerald thanked Chairman Witte for all of his years of service as the board chairman.

Other Items to come before the board:

The 2015 Board of Finance Meeting Calendar was distributed to all the members.

MOTION: *by Smith, second Tuxbury to approve the 2015 BOF meeting calendar as proposed.*

Aye: Fitzgerald, Smith, Tuxbury, Moore, Abstained: none, Opposed: none

Motion carries.

Recently, a meeting was held at Regional #7 with the First Selectmen and BOF chairman's of Norfolk, Colebrook, New Hartford and Barkhamsted. Chairman Witte was unable to attend. Before Mr. Jerram left he gave Chairman Witte the following informational paperwork - The ADM for October 1, 2014 that shows

we are going up 2.5 percentage points. Member Tuxbury would like to see the attendance the week before and the week after – this report is a snapshot of just one day. Region #7 BOE member Gauthier will ask for the information. We went from 51% to 53.6%.

The budget timeline for Region #7 was also distributed. Chairman Witte's only comment is that in the past the budgets presented to New Hartford have been the budgets that have not been approved by their Board of Education. We have been looking at the Superintendent's budget and not the BOE budget. Member Smith feels that we should have a BOE budget that has been approved from both the local BOE and Region 7 before we look at it.

(Member Dan Charest in at 7:40 p.m.)

The last informational page covered *Mandates and Needs with Budget Implications*. The document talks about *Continue to fund technology replacement cycle to meet the needs of Smarter Balanced testing*.

Ms. Moore submitted a letter regarding an item that she requested prior meeting minutes be amended to include.

MOTION: by Smith, second Tuxbury to adjourn at 7:46 p.m.

Aye: Smith, Tuxbury, Roth, Fitzgerald, Charest, Moore, Abstained: none, Opposed: none

Motion carries

Respectfully submitted,

Penny Miller
Recording Secretary

Attachments:

Expenditure Report
Revenue Report
2015 BOF Meeting Calendar
Regional School District #7 ADM report
Regional School District #7 Timeline for Budget Development
Regional School District #7 Mandates & needs with Budget Implications
Ms. Moore's letter