

**New Hartford Board of Finance
Special Meeting – Sessions Conference Room
Tuesday, April 26, 2016 @ 7 pm**

Present Chairman Jim Fitzgerald, Members: Bart Baxter, Steve Tuxbury, Ben Witte, Reggie Smith, Jr., Alternate Bob Nilsson, First Selectman Dan Jerram, Selectwoman Alesia Kennerson, Supt. of Schools Brian Murphy, BOE Chairman Sue Lundin and Recording Secretary Penny Miller

Absent Dan Charest, Bill Coates

Chairman Fitzgerald called the special meeting to order at 7:02 pm.

Seating of Alternates None

Tonight's meeting will cover approval of previous meeting minutes along with the formal acceptance of the change from Region 7.

Communications to the Board – (filed with minutes and available from the Town Clerk)

1. Email from Maria Moore dated April 14, 2016, sent to Chairman Fitzgerald, members Smith & Tuxbury; re: Thanks for your work on this year's budget. Member Nilsson was also thanked. She also asked that they continue to keep pressure on 4 key points brought up at the budget meetings.
 - A. Two – three competitive bids for town & local schools' contracts over \$10,000 for a savings of \$50-100,000 in this year's proposed budget.
 - B. Implementation of a pavement management program, for a savings of \$50-100,000, resulting in a better paving program.
 - C. Overstaffing at the town hall – a \$25-30,000 savings in overtime/right-sizing staffing.
 - D. Local schools Board of Ed. cuts to administrators. She questioned what five full-time administrators did all day for 450 +/- students. Cuts would result in a \$125-150,000 savings.
2. Email from Maria Moore dated April 20, 2016 re: Copy of BOF April 12 approved pls. and sent to Chairman Fitzgerald, Town Clerk Donna LaPlante & Admin. Asst. Christine Hayward. This email contained a request for the BOF April 12 approved budget to be placed on the town's website and sent to townspeople as an email blast. If publicizing wasn't possible she requested a copy of the approved budget.

Approval of Meeting Minutes

MOTION by Smith to approve the motions only & minutes of the Board of Finance Special Meeting dated March 30, 2016; seconded by Witte.

Discussion followed. A suggestion was made to make the meeting minutes shorter.

Unanimous

MOTION by Witte to approve the minutes of the Board of Finance Special Meeting & Public Hearing on Budgets dated April 6, 2016; seconded by Tuxbury.

Unanimous

MOTION by Smith to approve the motion only & minutes dated April 12, 2016; seconded by Witte.

MOTION by Tuxbury to amend the minutes on Page 4, last paragraph, 3rd line, to change the cost of the Land Use Vehicle from \$85,000 to \$35,000; seconded by Smith.

Aye on the amendment: Tuxbury, Smith, Witte, Baxter; Opposed: none;
Abstained: Fitzgerald

Motion passed

Aye on the amended minutes: Tuxbury, Smith, Witte, Baxter; Opposed: none;
Abstained: Fitzgerald

Motion passed

Chairman Fitzgerald asked that the Public Notice of C.G.S. form 7-344 publicized in the local newspaper dated April 19, 2018 be made part of the minutes and filed with them.

2016-2017 New Hartford Budgets; to consider and take any additional action on the 2016-2017 New Hartford Budgets, and, take any action on the 2016-2017 New Hartford Budgets as a result to changes in the Assessment to New Hartford from the budget changes approved by the Region 7 Board of Education at the Region 7 School District Public hearing held on Monday April 18, 2016.

After the BOF meeting on April 12th, Chairman Fitzgerald said a letter was sent to Judith Palmer. Molly Sexton and shared with the BOE at Region 7 requesting a reduction in the overall Region 7 budget / assessments of \$200,000. On April 19th Dr. Palmer responded that at the District Budget Hearing the BOE adjusted their budget resulting in a \$100,000 reduction in the overall assessment. The approved BOE budget shows an expenditure increase of 1.49% and an assessment increase of 1.43%. New Hartford's assessment is \$9,818,159. These emails are filed with the minutes.

New Hartford Supt. of Schools Brian Murphy notified the BOF that the cost of the new doors for the Multi-Purpose room and the Gymnasium at Antolini School will be covered through the building project this summer under ADA. (Email filed with minutes.)

Mr. Murphy commented there is \$89,000 in the BOE Capital Budget and they will only need \$71,000 for next year. Mr. Witte suggested that the \$18,000 go into a reserve for next year's budget.

Chairman Fitzgerald said Region 7's new number of \$9,818,159 has been entered into the budget and the total town budget for 2016/2017 is \$24,097,960.

MOTION by Smith to accept the combined budget for 2016/2017 at \$24,097,960; seconded by Witte.

Aye: Fitzgerald, Smith, Witte, Baxter; Opposed: Tuxbury; Abstained: none

Motion passed

Discuss and take any action on the proposed Audit Fees and Appointment of Auditor for the FY Ending June 30, 2016.

Chairman Fitzgerald said that King & King is proposing an increase of 5% in the audit fee (currently \$28,295) for the audit of the fiscal year ending June 30, 2016. There hasn't been any increase for FYE June 2013, 2014 and 2015. The fee for their services will be at the standard hourly rate not to exceed \$27,575; the town will be billed \$25,875, the WPCA will be billed \$1,700 and if the federal single audit is needed the cost is \$1,700.

MOTION by Tuxbury to approve the \$29,275 for the fiscal year ending June 30, 2016 from King & King which includes \$25,875 for the Town, \$1,700 for the WPCA, and, if needed, \$1,700 for the Federal Single Audit; second Baxter.

Unanimous

MOTION by Smith to approve the appointment of King & King as the auditors for the fiscal year 2015/2016; second Tuxbury.

Unanimous

MOTION by Smith, second Baxter to adjourn at 7:38 p.m.

Unanimous

Respectfully submitted,

Penny Miller
Recording Secretary

Attachments:

Maria Moore email dated April 14, 2016

Maria Moore email dated April 20, 2016

C.G.S form 7-344 dated April 12, 2016 newspaper publication

Email to Molly Sexton Read, Judy Palmer re: reducing Region 7 assessment to New Hartford

Judy Palmer email re: reduction in overall assessment from Region 7

Supt. of Schools Brian Murphy re: Multi-Purpose & Gymnasium Doors at Antolini School

Chris King re: Audit Fee Proposal