

**EAST GRANBY BOARD OF FINANCE
REGULAR MEETING MINUTES
February 7, 2017**

1) Call to Order

A regular meeting of the Board of Finance was called to order by Chair Dave Kilbon at 7:32 pm. Members present were Dan Dziedzic, Mike Malloy, Dave McNally, Mark Porter, Lee Sandora, and alternates Audrey Thompson and Dillon Tyman.

2) Public Comment

None

3) Acceptance of Minutes –January 17, 2017 Meeting

Correction: Under item 5C): Dave Kilbon’s name should be removed. He is not a member of the Committee.

Correction: Item 5D) should read: Dave Kilbon requested the non-educational cost information from the BOE. In addition, he requested from the BOS and BOE a status update of the items recommended by the Capital Advisory Committee and of the implementation and use of the service request system and software.

Motion: A motion was made by Dave McNally and seconded by Mark Porter to accept the minutes of the January 17, 2017 meeting, as corrected. **All votes were in favor and the motion carried.**

4) Communication & Correspondence

- Press release from the Governor’s Office regarding Teachers’ Retirement System proposal and Connecticut COST response
- Copies of CGS §10-222 (PA 13-60) and §10-248a
- Text of BOE motion regarding deposit of funds in non-lapsing fund
- October 1, 2016 Grand List
- CGS §10-222 (PA 13-60) information from BOE
- General Government and BOE updates of Capital Advisory Committee recommendations
- General Government response on service request system and software

5) New Business

A) Review 2016 Grand List Data

The 2016 Grand list was reviewed. Dave Kilbon noted that the Grand list decreased from the prior year.

B) Review and Discuss Revenue and Expenditure Scenario in Context of Five Year Financial Model

The Five Year Financial Model was reviewed and discussed.

C) Provide FY 2017-18 Operating Budget Guidance to Board of Selectmen and Board of Education

Motion: A motion was made by Mark Porter and seconded by Dave McNally to direct the BOS to provide a 2017/18 General Government budget incorporating an increase of no more than 1.5% over the current year budget and the BOE to provide a 2017/18 budget incorporating an increase of no more than 1.5% over the current year budget. **Five votes in favor (D. Dziedzic, D. Kilbon, M. Malloy, D. McNally, and M. Porter) and one opposed (L. Sandora). Motion carried.**

D) Provide Elected Officials' Salary Guidance to Board of Selectmen

Motion: A motion was made by Mark Porter and seconded by Dan Dziedzic to increase the Selectman's salary by \$1,000 to \$77,000, to increase the Registrars' salary by \$100 to \$7,800, and to undertake a review of salaries of elected full-time First Selectmen in Connecticut prior to the end of 2017. **Five votes in favor (D. Dziedzic, D. Kilbon, M. Malloy, D. McNally, and M. Porter) and one opposed (L. Sandora). Motion carried.**

E) Review and Respond to BOE Non-Educational Expenditure Estimates (CGS §10-222/PA 13-60)

The PA 13-60 report provided by the School Business Manager was reviewed and discussed. BOF members were asked to pass along any comments and questions to Dave Kilbon to be forwarded to the BOE.

F) Discuss Status of Capital Advisory Committee Report Recommendations with Boards of Selectman and Education

The status of work done in response to the recommendations made by the Capital Advisory Committee was discussed.

G) Discuss Status of Service Request System and Software with Boards of Selectmen and Education

The First Selectman reported on the Town's use of the service request system and software. The BOE reported they use a manual system to initiate and track service requests.

6) Old Business

None

7) Monthly Reports

A) Shared Services Committee

The report has not yet been issued.

B) Bonding Project Committee

Mark Porter reported the Committee is concentrating on roofs and road maintenance, with possible addition of electric service upgrades and air conditioning at Allgrove School. The goal is to complete work by the fall.

C) Auditor Selection Committee

Mark Porter reported that the Request for Proposals has been advertised and is being circulated through the Connecticut Society of CPAs. Responses are due March 1.

D) Financial

Motion: A motion was made by Mike Malloy and seconded by Mark Porter to accept the January General Government and Treasurer financial reports. **All votes were in favor and the motion carried.**

E) Annual Report

The report is at the printer.

8) **Public Comment**

A resident urged the BOF and BOE take into account the fact that school enrollment across the state is shrinking and services must be provided efficiently without regard to town boundaries.

A question was raised about the BOE request to have returned funds placed in the non-lapsing fund. Dave Kilbon agreed to put consideration of the request on the BOF agenda for the April 4 meeting.

9) **Executive Session: Discussion Regarding Communication from Town Attorney**

Motion: A motion was made by Dave McNally and seconded by Mark Porter to move into Executive Session for discussion regarding communication from the Town attorney. The First Selectman was invited to attend. **All votes were in favor and the motion carried.** The Board moved into Executive Session at 9:01 pm.

The Board moved out of Executive Session at 9:14 pm.

10) **Adjournment**

Motion: A motion was made by Dave McNally and seconded by Lee Sandora to adjourn the meeting at 9:15 pm. **All votes were in favor and the motion carried.**

Respectfully Submitted,

David K. Kilbon
Substitute Board Clerk