

**BOARD OF FINANCE
REGULAR MONTHLY MEETING MINUTES
THURSDAY, JANUARY 20, 2011**

Meeting called to order at 7:02 pm in the Court Room by Claude Pellegrino, Chairman. Members present: Glenn Cheney, Julie Lumpkins, Kate Tiffany, and Wendy Schnip. Absent: Karen Collins. Also present: First Selectman Catherine Osten, Treasurer Jeannette Deschamps, Tom Girard, Leslie Shull, Todd Hastings, Debra Salvas, Susan Burke, and other concerned citizens from Birchwood Terrace.

1. Public Comment

Debra Salvas from Birchwood Terrace commented on bad road conditions on Birchwood Terrace. C. Osten responded by stating Birchwood Terrace is one of the roads considered to be worked on. Walter Zielenski from Birchwood Terrace also stated Birchwood Terrace is in very bad shape. He suggested asking the State for funds. Susan Burke also commented on Birchwood Terrace.

2. Review and act on minutes of December 16, 2010 monthly meeting

Motion made by W. Schnip, seconded by G. Cheney, to approve said minutes. Approved. J. Lumpkins abstained.

The Board agreed to move to Item #4 next.

3. Monthly Tax Collector, Treasurer, and Town Expenditure reports

Monthly reports were reviewed.

4. Review and discuss Capital Improvements

Capital requests for 2011-12 are the following:

Water & Sewer Authority

\$ 50,000 Water Supply Plan

Fire Department

\$218,000 Repairs to Baltic Fire Station
\$220,000 Replacement of 2001 Ford Lifeline Ambulance

Town Roads

\$600,000 Roadway Management – mill, overlay
\$115,000 Roadway Management – grind and chip seal 2 miles
\$ 12,000 Tree removal – Prune trees on Westminister Rd.
\$ 20,000 Roadway Management – ribbon rail replacement
\$ 50,000 Drainage – Potash Hill Rd, Fullertown Rd, Rose and Marion Streets

Town Equipment

\$190,000 Replacement 1988 International 1800 series AWD
\$ 30,000 Replacement of 1987 Wood Chipper
\$112,000 Additional Roadside Mower
\$ 75,000 Bobcat on tracks with a brush hog attachment
\$ 11,000 Replacement Bucket
\$ 7,300 Replacement Plow on Ford L8000

Town Buildings

\$ 33,300 Upgrade Town Hall bathrooms to ADA Compliance
\$ 98,600 Town Garage – CO2 Ventilation
\$ 5,979 Town Hall copier – Town Clerk's office

Recreation

\$ 55,500	Blanchette Field Concession Stand/Bathroom
\$ 10,000	Blanchette Field Playscape
\$ 1,400	Blanchette Field & Baltic Reservoir Grills
\$ 4,800	Blanchette Field & Hanover Playground pole & net replacement
\$ 35,000	Clivus Composting Toilet
\$ 750	Signage
\$ 8,000	Wooden Guard Rail at the River Park

Miscellaneous

\$550,000	Upgrade Streetscape – Main Street, Upper High Street, River Street
\$ 50,000	Upgrade Shetucket Village to ADA standards
\$ 2,000	Landscaping – Tree replacement

Capital discussion to be continued at the next monthly meeting.

5. Review and discuss audit report

C. Osten suggested in the future to note in BOF minutes any changes made by auditor.

6. Discuss and possibly act on RFP for auditor and accountant

Discussion on RFP. RFP revised. The Board agreed to renew auditor contract annually. Posting and advertising to be done via Town Hall/C. Osten.

7. Review and discuss fixed assets report

C. Osten reviewed the fixed assets report. C. Osten suggests there be a written policy that the Board review this report annually. Will check with M. Marien on the particulars of this report.

C. Pellegrino suggested this be done monthly, to be part of the monthly meeting agenda.

8. Review and discuss policies and procedures

C. Pellegrino will have a draft of some policies ready for next month's meeting.

9. First Selectman's Report

Nothing more to report.

10. Old Business Update

There was further discussion on auditor and accountant.

11. Public Comment

None.

12. Any other business proper to come before said meeting

None.

13. Adjournment

Motion made by J. Lumpkins, seconded by W. Schnip, to adjourn. So voted. Meeting adjourned at 10:10 pm.

Claude R. Pellegrino, Chairman