

**BOARD OF FINANCE  
REGULAR MONTHLY MEETING MINUTES  
THURSDAY, OCTOBER 21, 2010**

Meeting called to order at 7:00 pm in the Finance Room by Claude Pellegrino, Chairman. Members present: Glenn Cheney, Julie Lumpkins, Karen Collins, Kate Tiffany, and Wendy Schnip. Also present: First Selectman Catherine Osten, Treasurer Jeannette Deschamps, Selectman Ed Meadows, Geraldine Meadows, and Todd Hastings.

**1. Public Comment**

None.

**2. Discuss Water & Sewer Authority Financials with same**

Todd Hastings presented. Water & Sewer is requesting \$50,000 in capital for 2011-12 for a water supply plan and for construction of a fence around the 85,000 gallon blue tank and filtration house at the reservoir.

**By general acclamation, moved to item #10.**

**3. Review and act on minutes of September 16, 2010 monthly meeting**

Motion made by K. Collins, seconded by W. Schnip, to approve monthly minutes. Unanimously approved.

**4. Monthly Tax Collector, Treasurer, and Town Expenditure reports**

J. Deschamps reviewed monthly reports. She noted the Town Clerk closed her checking account as of June 30, 2010 and now makes deposits into the general fund.

C. Osten answered questions from the Board from last month.

**5. Discuss and possibly act on appropriating \$4,460 for trail clearing and mapping at the Sprague Land Preserve funded by the Federal Highways Administration and contingent upon receiving said funds**

Motion made by J. Lumpkins to appropriate \$4,460 for trail clearing and mapping at the Sprague Land Preserve funded by the Federal Highways Administration and contingent upon receiving said funds. Seconded by K. Tiffany. Approved 5 to 1. W. Schnip opposed.

**6. Discuss and possibly act on appropriating \$3,560.25 for Public Works/Water and Sewer funded by Federal Emergency Management Agency (FEMA) grant and contingent upon receiving said funds**

The town has received these funds.

Motion made by J. Lumpkins to appropriate \$3,560.25 for Public Works/Water and Sewer funded by Federal Emergency Management Agency (FEMA) grant. Seconded by W. Schnip. \$2,117.09 due back to Water & Sewer and \$1,443.16 back to General Fund. Unanimously approved.

**7. Discuss and possibly act on recommending an appropriation of \$28,234.39 for Hanover-Versailles Road (\$13,771.91) and Riverside Drive (\$14,462.48) funded by FEMA grants and contingent upon receiving said funds**

These are 2 separate projects.

Motion made by W. Schnip to appropriate \$13,771.91 for Hanover-Versailles Road funded by FEMA grants and contingent upon receiving said funds. Seconded by J. Lumpkins. Unanimously approved.

Motion made by J. Lumpkins to appropriate \$14,462.48 for Riverside Drive funded by FEMA grants and contingent upon receiving said funds. Seconded by G. Cheney. Unanimously approved.

**8. Discuss and possibly act on recommending an appropriation of \$139,665 for Inland Road funded by a FEMA grant and contingent upon receiving said funds**

Discussion ensued. This project was already approved by the town. This item is to recommend an acceptance of a FEMA grant up to \$139,665 for Inland Road contingent upon receiving said funds.

Motion made by J. Lumpkins, seconded by G. Cheney. Unanimously approved.

**9. Discuss and possibly act on recommending an appropriation of \$200,000 for upgrade of waste-water pump stations in Baltic and Hanover funded by Small Town Economic Assistance Program (STEAP) and contingent upon receiving said funds**

Motion made by J. Lumpkins to recommend an appropriation of \$200,000 for upgrade of waste-water pump stations in Baltic and Hanover funded by Small Town Economic Assistance Program (STEAP) and contingent upon receiving said funds. Seconded by W. Schnip. Unanimously approved.

**10. Discuss and possibly act on recommending an appropriation of \$30,000 for the Sprague 150<sup>th</sup> Anniversary**

Buddy Meadows reviewed estimated costs. There is a need for down payments. Board recommends asking businesses and residents for donations and having responses by March in time for the 2011-12 budget.

Motion made by K. Collins to appropriate \$20,000 for the Sesquicentennial (150<sup>th</sup>) celebration of the Town of Sprague. Seconded by G. Cheney. Approved 5 to 1. W. Schnip opposed.

**11. Discuss and prepare 2011-12 Budget Call**

It was suggested to have a standard form for budget requests. Town agencies and Board of Education to submit their capital requests by the same date and their operating budget and non-recurring requests by the same date. To be discussed and approved next month.

**12. Discuss possible 2011-12 budget workshops**

To be discussed next month.

**13. Review and discuss policies and procedures workshop findings**

GFOA suggesting policy book. To be continued.

**14. Discuss and possibly act on RFP for auditor and accountant**

Discussion on communication of issues between the town, the auditor and the accountant. By general acclamation it was agreed to have a committee to set up RFP's. W. Schnip and K. Collins to make a draft of 2 RFP's for the accountant and the auditor and will present back to the Board.

**15. First Selectman's Report**

C. Osten reviewed Preliminary cost estimate for DPW Garage Improvements.

First Selectman's Report included the following:

- Communication system complete by end of November.
- Grist Mill to be complete by early spring. To hire someone to oversee contractor.
- Will put bid out for High Street Project in the spring.
- Shetucket Village project – working on variances.
- Senior Center – finished with upgrades.
- Received \$276,000 on Land Acquisition funds.

**16. Old Business Update**

None.

**17. Public Comment**

None.

**18. Any other business proper to come before said meeting**

None.

**19. Adjournment**

Motion made by J. Lumpkins, seconded by W. Schnip, to adjourn. So voted. Adjourned at 9:22 pm.

Claude R. Pellegrino, Chairman