

The Board of Finance held a regular meeting on February 18, 2009 in the Courtroom of Town Hall, 979 Main Street, Willimantic, CT 06226

Members Attending: Barbara McGrath, Janice Fournier, Tom White,
Leo Santucci, Peter McDevitt Jr.,

Chairman, Barbara McGrath called the meeting to order at 7:03 p.m.

Public comment

There was no public comment

Approval of Regular Meeting Minutes – January

Upon a motion by Tom White, seconded by Janice Fournier to accept the meeting minutes from January 21, 2009.

The motion passed unanimously with Leo Santucci abstaining.

Discussion and possible action to create a heart safe fund

Dawn Niles talked about the Town of Windham becoming a heart safe community. To become a heart safe community the Town needs to get heart beats. Part of getting heart beats is by purchasing AED defibrulators. A heart safe fund is needed for donations and grants. A heart safe committee has been set up with representation from the Board of Education, all fire departments, paramedic program, and the community. AED defibrulators will be placed in libraries, post offices, Town Hall, and schools. Mike Licata will test the AED defibrulators. Tom White questioned setting up a fund without any donations. The committee is looking for an authorization of the fund to ask for donations. Tom White also questioned the insurance coverage for someone other than a Town employee or firefighter having to use the AED defibrulators. There is coverage under the good samaritan law. Janice Fournier questioned the security measures of the AED boxes. The boxes don't have a lock, but they do have a snap. The location of the boxes will be looked at.

Upon a motion by Leo Santucci, seconded by Peter McDevitt to authorize the finance director to establish a heart safe fund in anticipation of receiving donations.

The motion passed unanimously.

Town Controllers Report

Controller's report was presented by Thomas Pesce. The 2007-2008 audit is complete and will be filed by the end of February. The auditors will be invited to next months meeting.

Tom White would like some information on the annuity accounts in the 2007-2008 audit report. When were the accounts set up, who were the accounts set up for, which employees they are set up for now, and which employees are actually getting them through retirement? Also, if there is any paper work showing how the accounts were set up and who authorized them to see if the Board of Finance or Board of Selectmen authorized the annuities to be set up.

Updating the 2008-2009 budget, the revenues for the general fund should be on target. The tax revenues should come in excess of the budget numbers. We will be short on investment income. Most of the shortfall should be offset by the tax revenues. Overall, the state revenues are coming in as budgeted. We are waiting for confirmation on the Board of Education tuition revenue. The expenditures have not been look at in detail, but we are keeping a tight lid on expenditures. Tom White questioned if we have received anything from the Board of Education on their 2007-2008 budget to tell us where they ended? We expect the Board of Education will have a year end surplus and we should get something back. Tom White asked for a breakdown on the payment the mills made. A breakdown will be given at the next meeting. Tom White also questioned the line items that are not going to be spent. Barbara McGrath suggested transferring the line items that are not going to be spent be put into contingency. Barbara McGrath asked for a listing of the line items.

There have been several meetings on the 2009-2010 budget. The initial budget proposed had an increase from last year but that did include an application for undesignated fund balance. A goal for the Board of Selectmen is not to utilize any additional undesignated fund balance dollars. There is an anticipated revenue loss from the state. They are looking at a million dollar reduction. Tom White asked if the Board of Selectmen were making cuts as they went along or were they waiting for the last two nights. The Board is making cuts as they go along.

The mutual funds we need to act on have had a loss. Tom White asked if we have gotten an answer from Rich Cody regarding moving the mutual funds? Rich Cody was looking into the statutory requirement for moving the mutual funds. There is an investigation into the investment by the Town attorney. Until the investment is liquidated, we haven't fully recognized the loss.

Tom White commented that he doesn't like not being in compliance.

Discussion and possible action on establishing an investment policy

Thomas Pesce is collecting investment policies from other towns. He is finding the investment policy needs to be defined for the kinds of funds we are investing in. He would like to review the investment policies from similar towns we could model after. Barbara McGrath asked who makes the decision on where investments go. Tom White commented this board should make the decision. Barbara McGrath suggested a quarterly report on investments.

Discussion and possible action on mutual fund sale or transfer

Upon a motion by Tom White, seconded by Peter McDevitt to sell the mutual funds.

Tom White commented that he doesn't like not being in compliance with state statute rules and we haven't gotten a ruling from the attorney. He doesn't want to lose any more money.

Leo Santucci commented that there are well established charts that show stocks come back fairly quickly. He is not in favor of liquidating now. We are asking for the taxpayer to take the loss. We should not vote until we hear from the attorney.

Barbara McGrath commented that there is no penalty for not selling the mutual funds.

The motion passed with three in favor and one opposing.

General Fund budget transfers for Fiscal Year 2009

There were no budget transfers.

Report on Capital Improvement Plan Committee meeting

Barbara McGrath shared some information from the Capital Improvement Plan Committee meeting. There was a preliminary discussion of some projects but the project list was not complete. At their next meeting they hope to create a spreadsheet of all projects, identify them by urgency, rank them by importance to the community, and our capacity to pay for them. There is still work to be done and there will be an update at the next meeting.

Peter McDevitt questioned if any projects were shovel ready?

Barbara McGrath commented that there were several projects that are shovel ready.

Report on Borard of Education Forum

Barbara McGrath shared some information from the Board of Education Forum. Doreen Fuller made a presentation about the ECS funding and it is even from this year to next year.

Other business to come before BOF

Leo Santucci would like the Renewable Energy Committee on the agenda for next month.

Public Comment

Bernie Dote commented on the selling of the mutual funds. He also questioned how many members were missing from the meeting.

Upon a motion by Leo Santucci, seconded by Janice Fournier, the meeting was adjourned at 8:30 p.m.

Attest: _____
Karen Williams, Clerk