

The Board of Finance held a regular meeting on October 21, 2009 in the Courtroom of Windham Town Hall, 979 Main Street, Willimantic, CT 06226

Members Attending: Barbara McGrath, Jay Handfield, Peter McDevitt,  
and Janice Fournier

Chairman, Barbara McGrath called the meeting to order at 7:15 p.m.

### **Public Comment**

Lori Jeffers of Willimantic commented on the Magnet School.

### **Approval of meeting minutes**

Upon a motion by Peter McDevitt, seconded by Jay Handfield to accept the meeting minutes from September 16, 2009.

The motion passed with Jay Handfield and Janice Fournier abstaining.

### **Presentation from Dan Escajeda of Lockton Companies regarding self insured dental plan for Board of Education and Town Employees**

Dan Escajeda from Lockton Companies gave a presentation on a self insured dental plan. The information was also presented to the Board of Education. He explained converting a fully insured plan to a self insured plan. The five components that make up the fully insured premium are claims, claim reserve, administration cost, claim margin of risk, and taxes. Changing to a self insured dental plan will have similar components with the exception of two. There will be no premium tax and the claim margin of risk can be a variable cost. The advantages to going self insured are that we control the bulk of the money and instead of the risk premium being paid to the insurance company it is retained by the town and we would avoid paying the endurance tax. A financial structure would need to be set up to collect the premium and pay the claims.

Jay Handfield questioned if the Board of Education approved this?

Dan Escajeda replied, yes they have but it has not been decided when it would take effect.

Peter McDevitt questioned if the Town would need to employ additional people to implement this?

Dan Escajeda replied no additional people need to be added.

Jay Handfield commented this sounds like a good idea and how do we want to proceed from here. Do we want to do something tonight or hold off for a couple of months?

Barbara McGrath commented we can approve the concept but not an actual change at this point.

Dan Escajeda recommended taking time to think about it and to set up the financial structure and merger of the two groups to make it work.

Tom Pesce commented we can keep track of the costs independently between the Board of Education and the Town.

### **Discussion and possible action on approval to convert to self insured dental plan for Board of Education and Town Employees**

Upon a motion by Jay Handfield, seconded by Janice Fournier to authorize the controller to develop and present necessary agreements to move from premium based plan to self insured dental plan.

The motion passed unanimously.

### **Town Controller's Report**

Town Controller's report was presented by Tom Pesce.

Tom Forma and Alma Kru from Merrill Lynch gave an update on the four funds they manage. The four funds managed by Merrill Lynch are the Firemen Pension Fund, Police Pension Fund, King Trust Fund, and Cemetery Fund. All of the funds are starting to improve from last year's decline.

We have an updated contract from Great West and it has been sent to the Town attorney. Great West has still not answered all questions raised so we are waiting to hear from them. A copy of an original contract through New England Life dates back to the 1960's.

Tom Pesce met with Jim Hooper and the Windham Water Works board. Their preliminary unaudited results from their activities are yielding a projected surplus.

The status of the 2008-2009 budgets was discussed. There will be a revenue shortfall in the general government. There will be a favorable variance in the general government expenditures. There will be an adjustment needed on the inventory of gas and diesel. An additional appropriation to the RCIP account in the amount of \$75,000 is being requested.

The Willimantic Service District has a surplus in both revenues and expenditures. There will be an adjustment needed in police private duty line. An additional appropriation to the Willimantic Service District RCIP account in the amount of \$50,000 is recommended. The projections of the 2009-2010 budget are not complete. Departments have been asked to encumber money they know they will be spending.

The Board of Education will be receiving approximately 3.4 million dollars in ECS money directly from the State. Since the Town will not be receiving all ECS money, the Board of Education will reduce their appropriation by the amount they receive in ECS funds. The State will most likely be doing the same thing next year.

Janice Fournier questioned by the money going directly to the Board of Education instead of the Town, will that reduce the transparency to taxpayers as to how the money is being spent.

Tom Pesce replied the Board of Education is showing where they are spending the money.

Upon a motion by Jay Handfield, seconded by Janice Fournier to transfer \$75,000 to 50707-999 Interfund transfer out – RCIP in the 2008-2009 fiscal year.

The motion passed unanimously.

Upon a motion by Janice Fournier, seconded by Jay Handfield to transfer \$50,000 to 50910-998 Interfund transfer out- RCIP in the 2008-2009 fiscal year.

The motion passed unanimously.

The Historic Restoration Fund Grant application requires a \$19,950 match. The grant is a reimbursement so the full amount needs to be expended. One requirement is a notarized letter of assurance signed by the applicant guarantying the funds required are available and restricted.

Upon a motion by Jay Handfield, seconded by Peter McDevitt to appropriate \$39,900 from RCIP for ADA men’s bathroom in Windham Town Hall.

The motion passed unanimously.

Ambulance Study Committee will hopefully be meeting next week.  
The Kramer Building Committee has not met.

**Discussion and possible action on any General Government 2009-2010 budget transfer requests**

Upon a motion by Jay Handfield, seconded by Peter McDevitt to transfer \$105.00 from 50105-301 (Office Supplies) to 50105-310 (Alarm Repairs).

The motion passed unanimously.

**Discussion and possible action on any Willimantic Service District 2009-2010 budget transfer requests**

There were no budget transfer requests.

**Discussion and possible action to appropriate funds to hire a planning and design firm to assist in selection of site and design of a Senior Center**

Jean de Smet commented on the Board of Selectmen authorizing the Senior Center Building Committee to put out a RFP and not spend more than \$25,000. The RFP

process will be managed by the Town on behalf of the Senior Center Building Committee.

Upon a motion by Janice Fournier, seconded by Jay Handfield to appropriate a maximum of \$25,000 from RCIP for a planning and feasibility study to be administered by the Town Manager for the Senior Center Building Committee.

The motion passed unanimously.

### **Discussion and possible action regarding Energy Reliability Plan**

The Town of Windham is applying for a grant as the lead agency with four other towns and the Connecticut Center for Advanced Technology, Inc. The other towns are Ansonia, West Hartford, Waterbury, and Bridgeport.

No action was taken.

### **Discussion and possible action regarding submitting grant for energy efficiency**

The application for the energy efficiency grant is due November 5<sup>th</sup>.

There was a handout of Potential Energy Projects.

Jay Handfield questioned if the potential energy projects are contingent on grant approval.

The projects for ARRA funding are contingent on grant approval but the projects needing immediate investment are not.

Upon a motion by Jay Handfield, seconded by Janice Fournier to appropriate up to \$104,000 from RCIP for energy improvements.

The motion passed unanimously.

Jay Handfield asked for an update on the balance of RCIP for the next meeting.

Upon a motion by Jay Handfield, seconded by Janice Fournier to add the Certified Local Enhancement Grant to agenda.

The motion passed unanimously.

### **Discussion and possible action on the Certified Local Government Enhancement Grant**

Barbara McGrath read a letter sent to James Finger on September 24, 2009 about the Town of Windham being awarded a Certified Local Government Enhancement Grant in the amount of \$7,500 for consulting services to provide architectural plans and specifications for rehabilitation of the Windham Textile and History Museum buildings. The grant is provided by the Historic Preservation Fund of the National Park Service and

is administered by the Connecticut Commission on Culture and Tourism. This grant does not require matching funds.

Upon a motion by Peter McDevitt, seconded by Janice Fournier to authorize the acceptance of the Certified Local Enhancement Grant by the Historic Preservation of the National Park Service in the amount of \$7,500 for consulting services for Windham Textile and History Museum buildings.

The motion passed unanimously.

**Recognition off departing members of the Board of Finance**

Barbara McGrath presented Janice Fournier with a certificate of appreciation for two years of service.

Barbara McGrath presented Peter J. McDevitt Jr. with a certificate of appreciation for eight years of service.

First Selectwoman Jean de Smet read a proclamation for Hanna Clements for 16 years of service.

**Any other business appropriate to come before the BOF – discussion only**

There was no other business.

**Public Comment**

There was no public comment.

Upon a motion by Janice Fournier, seconded by Peter McDevitt, the meeting was adjourned at 8:55 p.m.

Attest: \_\_\_\_\_  
Karen Williams, Clerk