

The Board of Finance held a regular meeting on **May 16, 2012 at 7:00 p.m.** in the **Meeting Room of Windham Town Hall, 979 Main Street, Willimantic, CT 06226**

Members Attending: Lynne Ide, Anita Sebestyen, David Hemenway, Charles Pennewill, Thomas White, Anna Crawford

### **1. Call to Order**

Chairman Lynne Ide called the meeting to order at 7:02 p.m.

### **2. Public Comment**

There was no public comment

### **3. Board of Finance Comment**

David Hemenway commented that the Board of Education needs to be more of a partner with the Town as it requests moving forward with medical self-insurance

### **4. Approval of Meeting Minutes**

Upon a motion by Thomas White seconded by Charles Pennewill to approve the meeting minutes from March 28, 2012, April 11, 2012, April 18, 2012, May 8, 2012, and the public hearing minutes from April 17, 2012.

The motion passed unanimously.

### **5. Chair's Report**

Lynne Ide noted that the Board of Education request for self insurance needs to be done in collaboration with the Town.

Lynne Ide asked for a motion that a presentation be heard from the Board of Education to consider having the Town fund reading materials for the elementary schools.

Upon a motion by David Hemenway, seconded by Anna Crawford requesting a presentation by the Board of Education for the Town to consider funding reading materials for the elementary schools.

The motion passed unanimously.

Lynne Ide removed item number 8 from the agenda at the request of the revenue collector.

## **6. Presentations and Special Reports,**

Presentation from tax collector on 2011-2012 General Government and Willimantic Service District tax revenues:

Gay St. Louis, the collector of revenue gave a presentation on the status of current year tax collections. It is anticipated that the 96% collection rate will be met for fiscal year 2012.

Health Insurance Ad Hoc Committee Update:

Lynne Ide reported that the next meeting is scheduled for May 29th and she has requested a road map on the process of implementing a self health insurance program.

Presentation from the tri-board:

Anita Sebestyen reported the Superintendent of Schools, Anna Ortiz, described the reorganization of the high school into academies and the administrative restructuring needed to support the change.

## **7. Controller's Report**

The controller's report was presented by Tom Pesce.

A request to sell another 1/3 of Met Life stock has been sent in.

Finance and Board of Education finance directors met to finalize the Request for Proposal for banking services and a new software program for the Board of Education and Town.

Current year revenues and expenditures were reviewed and the tax revenues are expected to be met. Expenditures on the General Government budget should be at a surplus. The Willimantic Service District will be close to break even.

Dispatch Services have requested \$80,000. A transfer from the contingency accounts will be required.

Charles Pennwill questioned the status of the reconciliation of bank statements.

Tom Pesce replied we have been focusing on the audit and then will be working on the bank statements.

## **8. Discussion and Possible action on Collector of Revenue suspense tax book**

This item was removed by the Chairman at the request of the revenue collector.

## **9. Discussion and possible action on health insurance**

Thomas White questioned who would be maintaining the Health Insurance Fund and was not sure self insurance was the correct choice.

## **10. Discussion and possible action on the Board of Education's request for the purpose of a new elementary school reading program and books**

Motion by David Hemenway, seconded by Thomas White to allow members of the Board of Education to speak.

The motion passed unanimously.

Nancy Tinker from the Board of Education commented on the Board of Education exploring the self insurance

David Hemenway commented he wants to see more or a partnership with the Board of Education.

John French from the Board of Education commented there were four new members on the board and the finance department was short staffed.

Murphy Sewell commented on the self insurance and there will be a stop loss policy that is included. The Board of Education will be working with the Town on a financial software program. The Board of Education will lose more than 5,000 if they wait until after July 1<sup>st</sup>.

Anna Crawford commented we should wait until the audit is in and if there is more than a \$750,000 surplus then appropriate the funds for the Board of Education requests.

Thomas White commented he would like to have a joint meeting with the Town Council and invite the Board of Education to come to the meeting and give a presentation.

Upon a motion by David Hemenway, seconded by Thomas White to take a 5 minute recess.

The motion passed unanimously.

The meeting will reconvene at 8:40 p.m.

Lynne Ide reconvened the meeting at 8:40 p.m.

Charles Pennewill commented he is in favor of the joint meeting and if the audit shows a \$800,000 surplus he would be in favor the \$750,000 appropriation.

Thomas White commented having a joint meeting the Town Council with a public comment at the end of the meeting.

Lynne Ide commented voting to recommend to the Town Council that we support appropriating fund balance for the Board of Education. She also suggested the Town Manager should work with the Mayor in setting up a joint meeting with the Town Council and invite the Board of Education to make a presentation.

Upon a motion by Thomas White, seconded by Charles Pennewill to direct the Chair of the Board of Finance to work with the Mayor to set up a joint meeting and a public hearing for the appropriation of \$760,000 for the reading and book program subject to the preliminary audit results.

The motion passed unanimously.

### **11. Update on the Fiscal Year 2010-2011 audit**

The status on the audit is final entries were sent to the auditors and we received additional questions back from the auditors. We will be meeting with the Board of Education and auditors to finalize the audit tomorrow.

Lynne asked what would be the time frame for the audit to be finalized.

Tom Pesce will check with auditors to see the time line for the final audit to be issued.

### **12. New Business**

There was no new business.

### **13. Future Agenda Items**

Charles Pennewill questioned the ambulance fund and was there a study to be done.

### **14. Public Comment**

Lori Jeffers commented during the budget process Bernie Dauteuil asked about the Board of Education books. The question should have been on the ballot and it would probably have passed. Kids do need books. What is the photo copy budget for the Board of Education?

Murphy Sewell commented the Board of Education is running two reserve funds and one is the dental insurance program and the other is to privatize the cafeteria. They do know how to this.

### **15. Adjournment**

Upon a motion by Thomas White, seconded by Charles Pennewill the meeting was adjourned at 9:11 p.m.

Attest: \_\_\_\_\_  
Thomas Pesce