

The Board of Finance held a regular meeting on **July 20, 2011** in the Meeting Room of Windham Town Hall, 979 Main Street, Willimantic, CT 06226

Members Attending: Barbara McGrath, Charles Pennewill, Anita Sebestyen, Anna Crawford, Nina Ricardez

Chairman, Barbara McGrath called the meeting to order at 7:10 p.m.

Public Comment

Doug Lary thanked Barbara for her time on the Board of Finance. He commented on the timing to hold the next referendum. He feels there has not been enough time to have another referendum. Any budget higher than the minimum will not pass. The advisory questions from the last referendum showed the budget is higher than it should be.

John McCommas commented it has been more than a month since the last referendum and asked why something hasn't been done with the Board of Education budget. He would like see a referendum soon.

Lori Jeffers commented the Board of Finance should wait until after the fall elections to have another referendum. She also commented a budget will not pass unless it is reduce to the minimum.

Henry Crane commented the Chronicle stated we have a 10% increase in test scores. He wanted more money in the budget so it could be used to improve the test scores. The special master should help with spending the money more wisely.

Approval of Meeting Minutes

Upon a motion by Charles Pennewill, seconded by Anna Crawford, to approve meeting minutes from June 15, 2011.

Barbara McGrath had a change under discussion and possible action on the 2011-2012 Board of Education Budget to add "explained" between Superintendent and how in the last line. There is also a correction under the second public comment to correct Henry Krane to Henry Crane.

The motion passed unanimously.

Presentation on the status of the Windham Magnet School Building Project

Thomas DeVivo, chairman of the School Building Committee presented a handout to the board and gave a presentation on the current status of the project.

Phase I and II of the project are being done together. Fencing and clearing are also being done. Some blasting started last week. February 2013 is the goal to complete the project. Of the 40 million dollar budget \$2,707,332.41 has been invoiced to date. The building and site costs have not been spent.

Architectural and engineering firm has changed from Perkins and Will to id3A.

A goal is to bring this project in on budget. In October or November they will have the bid for the building project. A package has been sent to the State and they have 30 days to respond. The School Building Committee will have to respond to the comments from the State. After the response is sent back to the State they have another 30 days to approve the project.

Two traffic studies have been done and both say nothing needs to be done. One study was by the State Department of Transportation. Any activity for the road would need to be funded by the Town and cannot be paid for through the state project.

Mr. DeVivo will give another presentation after the construction bids are in.

Town Controller's Report

Town Controller's report was presented by Tom Pesce. An update on the current year budget was given. The projected revenues from the State have not changed. The Town and Board of Education have been approved to spend $\frac{1}{4}$ of their budget and both are within budget. The 2010-2011 revenues and expenditures were reviewed. There are adjustments that will need to be done to the revenues and expenditures as part of the year end closeout. Overall both the Town and Willimantic Service District will have a yearend surplus. Some recommended transfers with the yearend surplus are to transfer \$25,000 to revaluation and \$40,000 to the grant match fund, and up to \$350,000 to RCIP for the Town.

For the Willimantic Service District, on the revenue side there will be a shortfall of approximately \$100,000. A portion of the shortfall is from the police special duty and Board of Education reimbursement for school resource officer. The school resource officer did not go to the schools so there were no revenues from the Board of Education. The expenditures will have a surplus from not having the school resource officer. The payroll lines and workers comp also have a favorable variance. Some recommended transfers with the yearend surplus are to transfer \$25,000 to the grant match fund, and up to \$250,000 to RCIP for the Willimantic Service District.

There was a meeting with Great West and the Town attorney is doing a final review with the Great West attorneys.

Barbara McGrath commented the Town Council has not taken any action on the purchase of an ambulance. Since they have not done anything, the Board of Finance does not need to take action at this time.

Barbara questioned if the Town Manager has pursued the dispatch center. Tom Pesce replied there was a meeting with WINCOG and Kimble will be doing a study on dispatch. Kimble already has a wealth of data and they are doing a study for the State.

Charles Pennewill questioned the space at Kramer and the study that was to be done on the Kramer building. Tom Pesce will check with the Town Manager and see if a presentation will be made to the Town Council. The wrestling club is looking for a 10 year lease. The Board of Education is paying for the portion they use.

Charles Pennewill asked for an update on the help needed to close fiscal year 2010-2011. Tom Pesce replied there is a part-time person in the office and a consultant will be assisting us on the year end close.

Anita Sebestyen questioned combining accounts. Tom Pesce replied some funds are being closed. There is an accounting change for this audit year and many funds will be consolidated within the general fund.

Discussion and possible action on any General Government 2010-2011 budget transfer requests

Upon a motion by Charles Pennewill, seconded by Anita Sebestyen , to authorize the controller to close out the 2010-2011 fiscal year and after covering any deficits in the general fund to transfer \$25,000 to 50707-994 Interfund transfer out – Revaluation, \$40,000 to Interfund transfer out – Grant Match, and up to \$350,000 to 50707-999 Interfund transfer out – RCIP.

The motion passed unanimously

Discussion and possible action on any Willimantic Service District 2010-2011 budget transfer requests

Upon a motion by Anna Crawford , seconded by Charles Pennewill , to authorize the controller to close out the 2010-2011 fiscal year and after covering any deficits in the Willimantic Service District to transfer \$25,000 to 50910-990 Interfund transfer out – Grant Match, and up to 250,000 to 50910-998 Interfund transfer out – RCIP.

The motion passed unanimously.

Discussion and possible action on the meeting schedule for the next referendum

Barbara McGrath spoke with Dr. Adamowski and asked him if he would prefer to have the budget go out to referendum at the end of August or at the end of September. He requested that we wait until the end of September, so that he would have at least a few weeks to be at the Board of Education. We should meet with Dr. Adamowski and the Board of Education regarding what kind of cut would be acceptable sometime in August.

If we don't have a referendum the last Tuesday in August then it will have to be the last Tuesday in September.

No action was taken.

Any other business appropriate to come before the BOF

There was no other business appropriate to come before the BOF.

Public Comment

Doug Lary presented the board with a listing of open Windham Government seats. He commented there is a need to fill the vacancies so there will be quorums for the meetings.

Lori Jeffers commented she agrees with Doug Lary's comments. She also commented that to pass the Board of Education budget it needs to be reduced to the minimum.

Upon a motion by Nina Ricardez, seconded by Charles Pennewill, the meeting was adjourned at 8:42 p.m.

Attest: _____
Thomas Pesce