

The Board of Finance held a regular meeting on **December 15, 2010** in the Meeting Room of Windham Town Hall, 979 Main Street, Willimantic, CT 06226

Members Attending: Barbara McGrath, Charles Pennewill, Anita Sebestyen, Leo Santucci, and Jeffrey Smith

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

Public comment

Katherine Eves, chair of the Ad hoc Senior Center Committee and Executive Director of the McSweeney Regional Senior Center a division of the Windham Federated Services for Older Americans notified the Board that the roof at McSweeney Center is in need of major repair/replacement. Initial cost estimate is in excess of \$20,000. She is concerned that if immediate action is not taken then the programs on the second floor of the building will need to be temporarily closed and this will have a severe financial impact on the agency. It was suggested that she contact other banks to seek the required funds. The Town Controller will provide assistance as needed.

Approval of meeting minutes

Upon a motion by Charles Pennewill, seconded by Jeffrey Smith to approve the meeting minutes from November 17, 2010.

The motion passed unanimously.

Town Controller's Report

Copies of the Payment In Lieu Of Taxes study prepared by UConn's Connecticut Center for Economic Analysis were distributed to the board and reviewed.

Copies of the Board of Education's November financial statements were distributed to the board and reviewed.

Copies of the October 19, 2010 Senior Center Feasibility and Needs Assessment Report prepared by Lawrence Associates were distributed to the board for their review.

Copies of the memos from Hooker and Holcombe, Inc, the Town's actuary which described the recommended funding levels for the current year and next year were distributed to the board and reviewed. The finance office will be reviewing with the actuary alternative methods and assumptions to reduce the recommended funding levels.

Copies of the Town's financial statements were distributed to the board and reviewed. A request for transfers in the 2010-2011 General Government budget were presented as follows:

\$3,000 from 50706-283 Town Contingency to 50114-266 Service Contracts
\$8,000 from 50706-283 Town Contingency to 50102-221 Advertising & Publications
\$800 from 50706-283 Town Contingency to 50106-221 Advertising & Publications

It was suggested that the transfers be presented later in the fiscal year and it was further recommended that the transfer come from within the department; contingency account should be the last resort.

The Town has solicited bids for various capital equipment for the Public Works Department and for lighting repairs at various recreation park ball fields. Funding will be provided by the Reserve for Capital Improvements. The Board of Education will be purchasing a replacement truck via a 3 yr lease. Funds will come directly from the Board of Education budget. Discussion centered on how the prioritization of projects was developed especially for those not specifically identified in the current adopted capital plan. It was suggested that a presentation of all capital projects be given at the January or February meeting.

It was noted that the Windham Water Works is investigating the feasibility of applying through the Connecticut Clean Energy Fund for a grant to provide partial funding for a solar photovoltaic renewable energy system.

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

The transfer was not acted on.

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

There were no transfer requests.

Any other business appropriate to come before the BOF

The Chair noted that Thomas DeVivo has resigned from the Board of Finance and thanked him for his service on the board noting that he only left so that he could serve more effectively on the School Building Committee.

Charles Pennewill acknowledged the numerous tasks underway in the Finance department and restated his request for a Request for Proposal for banking services.

Public comment

Bernie Dauteuil questioned if Eastern Connecticut State University is responsible for leaf clean up. He also questioned if the Board Of Education should purchase a new truck and asked what the status of the Town's insurance is.

Upon a motion by Leo Santucci, seconded by Charles Pennewill the meeting was adjourned at 8:50 p.m.

Attest: _____
Tom Pesce, Controller