

The Board of Finance held a regular meeting on **March 20, 2013 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, Charles Pennewill, Thomas White, Paula Haney, Nectalis Martinez, and Anna Crawford.

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

Chairman Lynne Ide called the meeting to order at 7:00 p.m.

### **2. Public Comment**

There was no public comment.

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

There was no Board of Finance comment

### **4. Approval of meeting minutes**

Upon a motion by Thomas White, seconded by Charles Pennewill, to approve the meeting minutes from February 20, 2013.

The motion passed unanimously

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

Follow up on the Town Revaluation presentation of February 20, 2013

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

Presentation from Town Engineer for the Roads & Sidewalks Phase II Project

Joe Gardner, Town Engineer, gave a presentation to the Board on the Roads and Sidewalks Phase II project. He showed the streets and sidewalks that will be replaced in this phase of the project. He asked to board to approve the appropriation and bond authorization of \$3,900,000 so the project could moved forward to a town meeting.

Presentation from McGladrey on Fiscal Year 2012 audit

Scott Bassett from McGladrey gave a presentation on the status of the Fiscal Year 2012 audit. The audit will be filed by March 31, 2013. He also reviewed some of the findings in the audit and will make another presentation to the Board after the audit has been filed.

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

The controller's report was presented by Tom Pesce.

In regard to the audit, it was recommended to develop a capital asset policy. A draft was presented to the board and the auditors have also reviewed this policy. The Town and Board of Education will be updating previous policies and procedures. Also, a weekly schedule is being developed and will be shared with the Board of Education. The goal is to be fully reconciled by July 30, 2013.

The current year revenues and expenditures were presented to the board and reviewed. Areas of concern are with the Willimantic Service District overtime lines. There are also other concerns with going over budget in the Willimantic Service District budget. There is a retro pay due for the fire department with the settlement of their union contract, a heart and hypertension settlement, and possibly a retro for the police union contract. On the town side, the expenditures are within budget.

## **8. Discussion and possible action to approve an appropriation of the Roads & Sidewalks, Phase II project and to send to a Town Meeting.**

Upon a motion by Thomas White seconded by Anita Sebesyen, to approve an appropriation

**RE: Appropriation of \$3,900,000 for the Road and Sidewalk Phase II Project and Bond Authorization of \$3,900,000 to finance such Appropriation.**

**RESOLVED**, that the Board of Finance of the Town of Windham (the "Town"), on recommendation from the Town Council, approves and recommends to the electors and all others entitled to vote at town meetings of the Town that the sum of \$3,900,000 be appropriated for the cost of the Road and Sidewalk Phase II Project, including but not limited to, construction, reconstruction, repair and resurfacing of roads guard-rails and sidewalks in the Town, as well as site improvements, engineering, architectural and temporary and permanent financing costs (the "Project"), and to meet such appropriation and in lieu of a tax therefor, bonds of the Town be issued pursuant to Chapter 109 of the Connecticut General Statutes, as amended, the Charter of the Town or any other provision of law thereto enabling, in the amount of \$3,900,000 or so much thereof as may be necessary after deducting grants or other sources of funds available therefor.

Charles Pennewill questioned the bond issuance and will there be other things included on the bond or note issue. Thomas Pesce commented there are other things to look in to.

The motion passed unanimously.

## **9. Discussion and possible action on any General Government 2012-2013 budget transfer requests**

There were no budget transfer requests.

**10. Discussion and possible action on any Willimantic Service District 2012-2013 budget transfer requests**

There were no budget transfer requests.

**11. Discussion and possible action on the 2013-2014 budget meeting schedule**

The budget meeting schedule approved at the last meeting was reviewed. Per the Town Charter, the annual budget town meeting will be May 7, 2013 and the referendum will be May 14, 2013.

**12. Old business**

There was no new business.

**13 New business**

Thomas White commented on putting a freeze on the Willimantic Service District budget. He is concerned about overtime in the police and fire departments.

Upon a motion by Thomas White, seconded by Charles Pennewill to send a recommendation to the Willimantic Service District Town Council to put a freeze on all expenditures in the Willimantic Service District budget.

The motion passed unanimously.

**14. Future agenda items**

Presentation from auditors on the fiscal year 2012 audit  
Presentation from Blum Shapiro

**15. Public Comment**

Bernie Dauteuil questioned if the Board of Education pays anything to the town for collecting taxes.

**16. Adjournment**

Upon a motion by Thomas White, seconded by Charles Pennewill the meeting was adjourned at 8:40 p.m.

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