

The Board of Finance held a regular meeting on **July 17, 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, Anna Crawford, Paula Haney, Nectalis Martinez, and Thomas White.

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 Charles Pennewill, seconded by Anna Crawford to approve the meeting minutes from June 19, 2013.

The motion passed unanimously.

5. Chair's Report

Lynne Ide commented she is still seeking written guidance from the State and Board of Education regarding the MBR and also the additional transportation funds that were not included in the budget of the Town or Board of Education.

Agenda item #10 is removed due to no action by the Town Council.

6. Presentation and Special Reports

Lynne Ide informed the Board that the Ad Hoc Steering Committee regarding the Capital Plan has only held one meeting. They have the Town and Willimantic Service District Capital Budgets and the Board of Education Capital Plan and 10 year Master Plan. They anticipate a separate meeting for Town and Board of Education. The goal is to get a plan finalized as a tool for the next budget meeting.

7. Controller's Report

The controller's report was presented by Tom Pesce.

The fiscal year 2013 revenues and expenditures were reviewed. The revenues overall will have a surplus in the General Government. Deficits will be in the Board of Education tuition revenues, real estate conveyance fees, and investment income. The expenditures overall will come in under budget. The Willimantic Service District will have a surplus in the revenues primarily from the police special duty. The expenditures from the Willimantic Service District will be much tighter with the settlement of the Police Union contract and retro pay that needs to be done.

The Emergency Operations Center is in need some new equipment such as barricades, cones, a trailer, and radio. The Town is applying for a \$3,000 grant towards the purchase of this equipment and the Town will pay for the remaining costs.

The Chaplin Town Council is allowing the Town Manager and revenue collector to develop an agreement with Chaplin whereby Windham will fulfill all tax collection functions. Windham will be the first Town in the State to do this.

We are working on closing last fiscal year and will be working with the two new hires at the Board of Education during August and September. The plan is to close all funds in September so the financial statements can be ready in October. We will get a schedule from the auditors later this month.

8. Discussion and possible action on any General Government 2012-2013 transfer requests

Upon a motion by Thomas White, seconded by Anita Sebestyen to approve the General Government 2012-2013 budget transfer requests in the amount of \$288,781.00.

The motion passed unanimously.

9. Discussion and possible action on any Willimantic Service District 2012-2013 transfer requests.

Upon a motion by Thomas White, seconded by Anita Sebestyen to approve the Willimantic service District 2012-2013 budget transfer requests in the amount of \$170,982.00.

The motion passed unanimously.

10. Discussion and possible action on an appropriation for the repair of the Windham High School Roof

This agenda item was removed due to no action by the Town Council.

11. Discussion and possible action on an appropriation of fund balance for the Willimantic Service District

No action was taken.

12. Old business

Charles Pennewill asked for a status of the inquiry regarding the MBR and transportation funds.

13. New business

There was no new business.

14. Future agenda items

Thomas White would like the Police Chief to explain the need for a swat mobile and if it should be just the Willimantic Service District paying for it or should the Town help pay.

15. Public Comment

Marie Liskom questioned why is the high school roof a capital issue instead of a maintenance issue.

Bernie Dauteuil commented the Board of Education needs to be accountable for maintaining their buildings. They are getting a new magnet school and should be required to maintain it.

16. Adjournment

Upon a motion by Thomas White, seconded by Charles Pennewill the meeting was adjourned at 8:07 p.m.

Attest: _____
Thomas Pesce