

Draft Minutes 1
Board of Finance Regular Meeting
July 20, 2010
Room 206-7:30 PM

The meeting was called to order by Chairman Murry Stegelmann at 7:35 PM. All members of the Board of Finance were present except for Gwen Mogenson. Kate Clarke Buch, Finance Director, was also present. Police Chief Duane Lovello was also attending the meeting and the meeting was being taped by Channel 79.

Contingency Transfer

The Police Department requested a total of \$70,394 from reserve Fund Contingency to cover the purchase of three new police vehicles, after insurance. Two of the vehicles being replaced were totaled in automobile accidents. Chief Lovello spoke about the cars being rated for police vehicles and he has chosen 2 wheel drive Chevy Tahoes for the marked cars. The cars have a three year warranty and a good history for use as police vehicles. The unmarked car chose to be purchased is a Ford Fusion. Martha Banks made a motion to approve the transfer. The motion was seconded and approved 6-0.

Transfers Under \$5,000

Agenda item 2a—Liz Mao made a motion to approve the transfer of \$1,500 from the police Department's Fleet Services-Tires account to the Station Operation and Maintenance account to cover plumbing and electrical repairs. The motion was seconded and approved 6-0.

2b—Martha Banks made a motion to approve the transfer of \$1,000 for the Police Department's Records office Equipment account to Communications –Radio repair to cover a new emergency services antenna. The motion was seconded an approved 6-0.

Liz Mao made a motion to move to new business. The motion was seconded and approved 6-0.

New Business

Police Chief Duane Lovello discussed the current state of the Police Building. He said he has become increasingly concerned about the physical state of the building since discussions began in 2006 about renovating and expanding the present headquarters. He noted several problems as examples of the building's deterioration—rotting fascia boards, mold in the locker room ceiling, rusting structural supports. The lack of space has led to such things as the new fiber

optics system being put in the kitchenette. Chief Lovello noted that the building is a 24 hour per day emergency services building and it is in bad shape.

Murry Stegelmann asked Chief Lovello to update the estimates for renovation and rebuilding, as compared to the estimates from last year and the numbers which had been previously approved. In addition, cash flow estimates for the project were requested. Chief Lovello said he would follow up with the architect and the construction manager.

Transfers Under \$5,000

2c—A transfer of \$3,885 was requested by Department of Public Works to cover costs associated with the unanticipated volume of collections on Hazardous Waste Collection Day. A motion to approve was made by Joe Duwan, which was seconded and approved 6-0.

2d—Noroton Fire Department has requested a transfer of \$2323 from Operating Supplies to cover the costs of emergency repairs to the air compressor. A motion to approve the transfer was made by Lori Bora. The motion was seconded and approved 6-0.

2e-NFD also requested \$2470 from Operating Supplies to Medical Services to cover the costs of physical exams. Joe Duwan made a motion to approve the transfer, which was seconded and approved 6-0.

2f-A transfer of \$1930 was requested by the Finance Director to cover support costs for the appraisal software. Martha Banks made a motion to approve the transfer. It was seconded and approved 6-0.

2g-\$1,810 is needed to cover the costs of updating the Codified Ordinances of the Town. Ordinances being changed need to be reprinted. Lori Bora made a motion to approve the transfer from the Board of Selectmen's Budget and the motion was approved 6-0.

Discuss and take Action on Proposed Note Sale

A discussion was had about the proposed note sale for the 35 Leroy property. Expenses for issuing the notes should be about \$5 to \$10 thousand. The notes must close by September 14, 2010. The members decided to go out to March 2011 for the maturity date in order to give the town the time to resolve the use of the 35 Leroy building. Accordingly, Liz Mao made a motion to approve the following:

Be it Resolved:

That \$3,060,000 bond anticipation notes of the \$4,200,000 bonds of the Town be authorized to be issued for the purchase of property located at 35 Leroy; \$1,115,000 bond anticipation notes of the \$2,700,000 bonds of the Town authorized to be issued for the design and construction of

sewer expansion projects shall be issued and sold as \$4,175,000 Town of Darien Bond Anticipation Notes. The notes shall be sold on or about September 1, 2010. The notes will mature on or about March 17, 2011.

Liz Mao made a motion to approve the resolution with the March 17th date. The motion was seconded and approved 6-0.

Financial Report

Murry Stegelmann noted that the original funding for the Weed Beach project anticipated \$1.8 million to come from the General Fund. In light of the need to tap into the General Fund in the last budget years, he was no longer comfortable with drawing down any more for the project. The other members concurred.

Approval of Minutes

May 18, 2010-Lori Bora made a motion to approve the draft minutes. The motion was seconded and approved 6-0.

June 15, 2010-It was suggested to add "Chairman of Parks and Recreation" to Jane Brannigan's name and to correct a typo misspelling of definitive. Jon Zagrodzky made a motion to approve the minutes, as amended: it was seconded and approved 6-0.

Special Committee Reports

Jon Zagrodzky reported that the Pension Fund Committee was annoyed that the pension fund contributions were not made for several months into the fiscal year. He asked for an explanation of the process. Following discussion, the Board of Finance agreed that every effort the contributions should be made to make the contributions earlier. Accordingly, the following policy of the Board was voted on, seconded and adopted 6-0, upon motion by Jon Zagrodzky.

"It is the sense of the Board of Finance that the Town make every effort to fund pension fund contributions early in the fiscal year. If it is not able to do so, the town will notify the pension boards immediately, and also communicate the reasons therefor."

Transfer Over \$5,000

The Board agreed that it would not consider the request from DPW to approve \$30,000 out of Contingency for a new scale. The Board prefers DPW to look at other funding sources, especially since it is so early in the fiscal year.

The members looked at proposed financing scenarios for capital projects and asked Kate Buch to recalibrate the outlook under several additional scenarios.

There being no other business, Joe Duwan made a motion to adjourn the meeting. The motion was seconded and approved 6-0. The meeting was adjourned at 9:45 PM.

Respectfully submitted,

Elizabeth Smith Mao, Clerk