

DRAFT MINUTES # 1
BOARD OF FINANCE REGULAR MEETING
August 27, 2009
7:30 PM –Room 206

The meeting was called to order at 7:37 PM by Chairman Murry Stegelmann. All members of the Board of Finance were present, as was Kate Clarke Buch, Finance Director. Channel 79 was broadcasting the meeting.

APPROPRIATIONS

a. Parks and Recreation Gift—Weed Beach Landscaping-- Parks and Recreation is requesting the Board of Finance to recommend to the RTM to approve the acceptance of a gift from The Garden Club of Darien of \$45,000 for landscaping at Weed Beach. Gwen Mogenson made a motion to recommend same to the RTM and the motion was seconded and approved 6-0.

Martha Banks made a motion to add to the Agenda a proposed gift of \$6484 for benches. This motion was seconded and approved 6-0.

Parks and Recreation is requesting the Board of Finance to recommend the acceptance of \$6,484 for benches at Weed Beach, which is a gift from the Democratic Town Committee. Liz Mao made a motion to make the recommendation and the motion was seconded and approved 6-0.

b. Parking Capital—The Public Works Dept. requests an appropriation of \$36,000 from the Railroad Parking fund to fund an engineering report on the lights at the Noroton Train Station. Jon Zagrodzky made a motion to table the meeting until the September 15, 2009 meeting so that a representative from Public Works could present the request. The motion was seconded and approved 6-0.

TRANSFERS UNDER \$5,000

a. Public Works – Electricity \$3,829 Liz Mao made a motion to approve the transfer from the Parking and Snow removal to Electricity accounts. The motion was seconded and approved 6-0.

b. Public Works – Building Mgmt – Overtime \$3,369 Lori Bora made a motion to approve the transfer to the Buildings Overtime account from the Parking and Snow Removal account. The motion was seconded and approved 6-0.

TRANSFERS OVER \$5,000

- a. Administrative Officer – Multiple Accounts \$6,855 Martha Banks made a motion to approve the request to transfer funds to cover printing expenses. The motion was seconded and approved 6-0.
- b. Police – Investigations Full Time \$22,740- Liz Mao made a motion to approve this transfer to cover salary in the Detective Bureau. The motion was seconded and approved 6-0.
- c. Police – Station Maintenance \$16,226- Jon Zagrodzky made a motion to approve the transfer from various police accounts to the electricity and heating fuel accounts. The motion was seconded and approved 6-0.
- d. Darien Fire Department – Heating Fuel \$7,511- Liz Mao made a motion to effect the transfer from various accounts of the Darien Fire Department to cover heating fuel. The motion was seconded and approved 6-0.
- e. Noroton Fire Department – Heating Fuel \$1,336- Martha Banks made a motion to effect the transfer from various accounts of the Noroton Fire Department to cover heating fuel. The motion was seconded and approved 6-0.
- f. Noroton Heights Fire Department – Heating/Motor Fuel \$6,758- Jon Zagrodzky made a motion to effect the transfer from various accounts of the Noroton Heights Fire Department to cover heating and motor fuel. The motion was seconded and approved 6-0.
- g. Parks & Rec – Facilities Maintenance – Overtime \$9,319- Gwen Mogenson made a motion to effect the transfer from the Beach Seasonal account to Rec Facilities overtime to cover expenses of snow removal. The motion was seconded and approved 6-0.

Jon Zagrodzky made a motion to effect the transfers in items h, i, and j in order to clean up the over budget accounts in the following funds. Kate Buch explained that these transfers are not legally required. The motion was seconded and approved 6-0.

- h. Sewer Fund – Multiple \$82,568-
- i. Parking Fund – Multiple \$33,805
- j. Solid Waste Fund – Multiple \$18,581

CONTINGENCY TRANSFERS

Kate Buch presented the following proposed transfers from Contingency for consideration.

- a. Finance – Professional Services \$17,109-Gwen Mogenson made a motion to approve the transfer. It was seconded and approved 6-0.
- b. Legal Counsel - \$27,631 - Liz Mao made a motion to approve the transfer of \$ 27,963 from Contingency and Counsel accounts to other Counsel accounts.. It was seconded and approved 6-0.
- c. Police – Patrol Overtime \$179,244- Liz Mao made a motion to approve the transfer from Contingency (\$79,559) and other accounts to Patrol Overtime and Shift differential accounts.. It was seconded and approved 6-0.
- d. Fire Hydrants \$72,968-Jon Zagrodzky made a motion to approve the transfer. It was seconded and approved 6-0.
- e. Public Works – Roads – Overtime \$74,859 Lori Bora made a motion to approve the transfers from Contingency and Roads-Full time accounts to Overtime. It was seconded and approved 6-0.
- f. Public Works – Heating Fuel \$58,893- Jon Zagrodzky made a motion to approve the transfer. It was seconded and approved 6-0.
- g. Senior Center – Heating Fuel- Martha Banks made a motion to approve the transfer. It was seconded and approved 6-0.

NEW BUSINESS

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

Liz Mao then made a motion to authorize Kate Clarke Buch to make transfers under \$1000, but not to exceed a total of \$5,000. The motion was seconded and approved 6-0.

CONTINGENCY TRANSFERS

- h. Public works requested \$6,071 for traffic marking to be transferred from Contingency. Gwen Mogenson made a motion to approve the transfer. The motion was seconded and approved 4-2, Liz Mao and Martha Banks voting no.

FINANCIAL REPORT

Kate Buch said that although tax collection look good, Fiscal Year 2010 is hard to assess because of lower fees and building permits.

APPROVAL OF MINUTES

Minutes of June 16, 2009 were proposed for approval. Jon Zagrodzky made a motion to approve them. The motion was seconded and approved 5-0-1. (Martha Banks abstaining)

Minutes of July 21, 2009 were proposed for approval. it was suggested that page 3, line 5 be amended to add “or Lori Bora” to the list for members being considered for the five year plan committee. Lori Bora made a motion to approve the minutes as amended. It was seconded and approved 4-0-2 (Gwen Mogenson and Martha Banks abstaining.)

SPECIAL ASSIGNMENTS

Martha Banks reported on the progress of the Baker Field flood mitigation issues and noted that a decision would be in November at the earliest.

Jon Zagrodzky reported that the Audit Committee met earlier in the summer. It started by drafting a charter of its scope and responsibilities, and will conduct a review of finance –related policies.

CHAIRMAN’S REPORT

The five –year plan committee (Murry Stegelmann, Lori Bora and Gwen Mogenson) met, and has requested from the Board of Education its five -year plan.

APPOINTMENTS

- a. Financial Advisor-Liz Mao made a motion to appoint IBIC as Financial Advisor. The motion was seconded and approved 6-0.
- b. Weed Beach Building Committee- Liz Mao made a motion to appoint Lori Bora as the new member from the Board of Finance. The motion was seconded and approved 6-0.
- c. Police and Town Pension Committees-Gwen Mogenson made a motion to appoint Jon Zagrodzky as the Board of Finance’s representative on the Police Pension Committee and the Town Pension Committee. The motion was seconded and approved 6-0.
- d. Information Technology Committee- Liz Mao made a motion to appoint Gwen Mogenson as the Board of Finance representative to the Information Technology Committee. The motion was seconded and approved 6-0.

Jon Zagrodzky made a motion to adjourn the meeting. The motion was seconded and approved 6-0. The meeting was adjourned at 9:06 PM.

Respectfully submitted,
Elizabeth Smith Mao, Clerk