

**TOWN OF DARIEN
BOARD OF FINANCE
REGULAR MEETING
JANUARY 19, 2016**

ATTENDANCE: Jon Zagrodzky, Chair; Frank Huck, Vice Chair; Diana Maguire, Secretary; Bruce Orr

ABSENT: James McLaughlin, David Lopiano, James Palen

STAFF: Jennifer Charneski, Finance Director

OTHERS: Jack Davis, RTM F&B Committee

CALL TO ORDER.

Mr. Zagrodzky called the meeting to order at 7:34 p.m. A quorum was present.

TRANSFERS

Payroll Transfers \$216,687 (Contingency) (BOS 1/12/2016)

Ms. Charneski reviewed the transfer request with the Committee. A brief discussion followed.

**** MR. ORR MOVED THE FOLLOWING ITEM:**

| FROM: | | | TO: | | |
|---------------------|---------------------|------------------|---------------------|------------------------|------------------|
| Acct. Number | Account Name | Amount | Acct. Number | Account Name | Amount |
| 1070400-86001 | Salary Contingency | \$216,146 | 10302213-81001 | FT Salary (Admin) | \$21,287 |
| 10302233-81008 | Step Increment | \$541 | 10302223-81001 | FT Salary(Invest& ID) | \$26,223 |
| | | | 10302233-81001 | FT Salary (Patrol) | \$146,997 |
| | | | 10302243-81001 | FT Salary (Records) | \$6,807 |
| | | | 10302253-81001 | FT Salary (Youth Div.) | \$7,836 |
| | | | 10302273-81001 | FT Salary (Prof. Div.) | \$7,537 |
| | TOTAL | \$216,687 | | TOTAL | \$216,687 |

**** MS. MAGUIRE SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

DISCUSSION OF PROCESS AND ASSIGNMENTS FOR 2016-2017 BUDGET

Mr. Zagrodzky said that copies of the process and assignments had been sent out. (See Attached). He distributed a meeting calendar and a timeline for the Budget Process. The Board discussed the various changes in the schedule with Mr. Davis of the RTM F&B. Mr. Zagrodzky said that he had a discussion with Mr. Davis about the goal that was to shorten the process and to eliminate redundancy. He said that this would help with sharing both information and services. Mr. Davis said that this would also increase transparency. Mr. Davis went on to give some examples such as the issue with the police boat. Discussion followed.

FINANCIAL REPORT

Mr. Zagrodzky said that he had discussed potential improvements on the monthly reports with Ms. Charneski. Ms. Charneski then reviewed the details of the new report with the Board. Discussion followed about the details of the report.

Ms. Charneski said that the State government was significantly reducing the town's PILOT and ECS payments.

The discussion moved to noting the various capital projects that may have been completed but the residual funding may remain. Mr. Davis asked if there could be a written report about the projects that ran over budget.

APPROVAL OF MINUTES

12/15/2015

The minutes were tabled at this time due to the fact that there were only three members present who had attended the previous meeting.

SPECIAL ASSIGNMENT/COMMITTEE REPORTS

There was nothing to report at this time.

CHAIRMAN'S REPORT

Mr. Zagrodzky reported that he had attended a recent pension board meeting. The contributions for this year will be lower than in the past. He explained the reasons for this. Even with the lower contributions the Town is in good shape.

Mr. Zagrodzky said that there had been a discussion about increasing the First Selectman's salary. Due to the requirements of the salary increase process, he said that it would be best to reconsider this matter in 2017.

Regarding the minutes, he asked Ms. Charneski to send the minutes to Ms. Maguire for editing.

The next meeting will be on February 9, 2016.

OTHER BUSINESS
(Requires a 2/3 vote)

There was no additional business to consider at this time.

ADJOURNMENT

**** MR. ORR MOVED TO ADJOURN**
**** MS. MAGUIRE SECONDED.**
**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:15 p.m.

Respectfully submitted

Diana Maguire
Clerk, Board of Finance

Prepared by,

S. L. Soltes
Telesco Secretarial Services