

Minutes
RTM-Finance and Budget Committee
Special Meeting
Monday, April 2, 2018

PLACE:

Town Hall – Room 213
Meeting Start: 7:35pm

F&B MEMBERS PRESENT:

Banks, Carter, Davis, Duffy, Heitz, Howe, Martin, Mix, Orpanos, Pattelli, Sload, Tie, Von Stuelpnagel, Yarnell

MEMBERS ABSENT:

Silsby

OTHERS PRESENT:

None

CALL TO ORDER SPECIAL MEETING

Jack Davis called the RTM F&B Committee meeting to order at 7:35pm with a quorum of 14 of 15 members present.

BOF meetings on Tuesday, April 3rd and Thursday, April 5th.

BOE Capital

- Follow up on Ox Ridge electrical panel. Awaiting response from Lynch.
- Turf fields – discussion on smoothing out capital instead on single year “spikes” – have fields accrued over 10 year period if BOF does not bond. JD will speak with BOF. MB does not like reserve funds – they become self-fulfilling prophecy.
- Discussed the mulcher for the transfer station. Do not believe it will be part of the current budget cycle but may come later in the year and be funded out of General Fund balances or Capital Fund contingency or be bonded.

BOF meetings

- JD will distribute write ups by Jenn C, Finance Director, on General Fund balances and the Capital Fund adjustment
- Capital account adjustment will require transfer from capital fund to General Fund. Two of these items were to be bonded but were not done on a timely basis. The projects were within budget. The deficit is due to payments from General Fund that were not reimbursed by their approved bonds – as they were not done timely. Also Bond Anticipation Notes (BANs) were not issued.
- Finance director is now preparing monthly tracking all capital projects and their related bonding activity. BANs will also be used in the future, when and where appropriate.
- One of the methods to fund the capital reserve deficits is to use last year’s bonding appropriation for the cafeteria expansion, the town hall generator and the DHS storage facility equal to about \$2.1MM to cover this amount by swapping these bonds for the ones that were authorized but not issued.
- The BOF is closely monitoring the General Fund and this will be a key part of their discussions surrounding the budget and how to fund the budget
- General Fund balances are key to maintaining our AAA rating
- BOF looking to increase Town’s investment earnings

Volpe Report

- Based upon budgets as currently standing, if all prior year methods are applied, the mill rate will go to approximately 16.20 from 16.16 (this is using estimated Grand List without all adjustments.) or about ¼ of 1% increase

- If the BOF, does not drawdown General Fund for \$1.1MM and does not adjust the tax collection rate, the tax will be approximately 16.32 from 16.16 or about 1%

BOS Budget

- The BOS have passed setting convenience fee policy to the BOF
- Banking costs have been higher as the earnings on accounts using the FedFunds rate has been zero since 2008. However, in the last year or so, there have been 4 or 5 increases in the guidelines set by the Fed for FedFunds overnight monies. The last increase was at their March mtg.
- JD will propose a cut if BOS or BOF do not address convenience fees
- Town does not use the same merchant processor for all systems that do accept credit cards. That means the overall interchange fee is higher as sales volumes is lower not being consolidated.
- Centralized collection of payments was discussed with feeds to appropriate systems
- Payments were considered part of the overall technology strategy
- BP mentioned meeting with Rob Cardone, Jayme Stevenson regarding systems as well as conversations with Jon Z – first steps are inventory (completed by Town) and determination of scope. BP and ST also discussed technology with Rob Cardone
- MH discussed with BOF members Diana and Jim aggregating the IT function
- TD discussed lack of response on fire departments although not much there this year

BOE Budget

- TC and JD met with BOE superintendent Brenner, Feeney and BOE chair Ochman
 - Discussed final 2017/18 numbers versus original 2017/18 budget
 - Good meeting – discussed security expenditures, replacing social study text books that still referred to the USSR
 - Discussed staff turnover numbers
 - Overall per TC very good meeting
- TC and JD then met with Paul H. and Frank H. from BOF to discuss BOE budget and discussion from the above meeting – per TC good meeting
- JD discussed that often items are discussed at BOE at end of meeting when BOE reviews transfers – need to pay attention as those could often relate to items not contemplated during the budget process

A motion was made and seconded to adjourn the meeting at approximately 9pm.

Respectfully submitted,

By Jack Davis for Lisa F. Yarnell, Clerk