

DRAFT

**MONROE BOARD OF FINANCE
Monroe, Connecticut**

**Regular Meeting Minutes
May 20, 2015**

Present: Chairman Michael Manjos
Board Member John Ostaszewski
Board Member Carl Ferraro
Board Member Ted Quinlan

Also present: First Selectman Steve Vavrek
Tax Collector Manny Cambra
Finance Director Ron Bunovsky, Jr.
Deputy Finance Director Heidi Meade

Absent: Vice-Chairman Scott Ownes
Board Member Debra Dutches

CALL TO ORDER-*Chairman Manjos* called the meeting to order at 7:30 p.m.

REVIEW OF MINUTES

Motion to Approve the Meeting Minutes of April 15, 2015

Motion: (T. Quinlan)

To approve meeting minutes

Second: (J. Ostaszewski)

Discussion: None

Motion passed 4-0

FIRST SELECTMAN'S COMMUNICATIONS-*First Selectman Vavrek* said that after the second referendum, he had the opportunity to call on people and educate them on the budget process. He stated that this was the most transparent budget presented but people need to re-educated. *First Selectman Vavrek* also stressed that the Town cannot afford the mill rate increases given the significant cuts they are making to spending; we have the foundation of the boards and we will work diligently to reduce the mill rate." *First Selectman Vavrek* continued that *Mr. Bunovsky* is now the Finance Director.

PUBLIC PARTICIPATION-a Bagburn Road resident spoke about the increase in his assessment and taxes. He did appeal the reval and though the assessment was reduced, he said that he felt if he had continued to fight, it would have been reduced further. He stated that he wanted to pay his fair share of the taxes but feels like he is being penalized for the ways things were done years ago. He continued that the budget rarely passes on the first try, the mill rate continues to increase so why aren't more stringent measures,

such as closing a school, being addressed. *Chairman Manjos* addressed the mill rate and noted that no one is happy with the figure. He said the AD HOC Committee needs to come up with a plan and the issue of redistricting and closing building needs to be addressed as significant school reductions must be made in order to reduce the mill rate. *Chairman Manjos* continued that enrollment is projected to decline in the years to come.

EXECUTIVE SESSION-There was no Executive Session at tonight's meeting.

NEW BUSINESS

REVENUE:

Motion to Approve

Motion: (J. Ostaszewski)

MOTION TO APPROVE the Board of Education revenue deposited to the General Fund of **\$6,623,738** for 2015-2016.

Second: (C. Ferraro)

Motion passed 4-0

Motion to Approve

Motion: (C. Ferraro)

MOTION TO APPROVE the Board of Education Contra Accounts anticipated revenue of **\$523,510** for 2015-2016.

Second: (T. Quinlan)

Motion passed 4-0

Motion to Approve

Motion: (T. Quinlan)

MOTION TO APPROVE the Board of Education State Grant Budget anticipated revenue of **\$1,644,933** for 2015-2016.

Second: (M. Manjos)

Motion passed 4-0

Motion to Approve

Motion: (M. Manjos)

MOTION TO APPROVE the Municipal anticipated income from general sources budget of **\$2,156,866** for 2015-2016.

Second: (J. Ostaszewski)

Motion passed 4-0

Motion to Approve

Motion: (J. Ostaszewski)

MOTION TO APPROVE the Operating Transfer from the Lillian Wilton Parks and Recreation Reserve budget of **\$403,645** for 2015-2016.

Second: (C. Ferraro)

Motion passed 4-0

Motion to Approve

Motion: (C. Ferraro)

MOTION TO APPROVE an Operating Transfer from the Parks and Recreation Program Fund of **\$40,000** for 2015-2016.

Second: (T. Quinlan)

Motion passed 4-0

EXPENDITURES

Motion to Approve

Motion: (T. Quinlan)

MOTION TO APPROVE the Board of Education Budget of **\$ 53,808,755** for 2015-2016.

Second: (M. Manjos)

Motion passed 4-0

Motion to Approve

Motion: (M. Manjos)

MOTION TO APPROVE the Board of Education Contra Accounts anticipated expenditures of **\$523,510** for 2015-2016.

Second: (J. Ostaszewski)

Motion passed 4-0

Motion to Approve

Motion: (J. Ostaszewski)

MOTION TO APPROVE the Board of Education State Grant Budget anticipated expenditures of **\$1,644,933** for 2015-2016.

Second: (C. Ferraro)

Motion passed 4-0

Motion to Approve

Motion: (C. Ferraro)

MOTION TO APPROVE the Municipal Expenditure Budget of **\$21,266,867** for 2015-2016.

Second: (T. Quinlan)

Motion passed 4-0

Motion to Approve

Motion: (T. Quinlan)

MOTION TO APPROVE the Municipal/Debt Service of **\$6,009,340** for 2015-2016.

Second: (M. Manjos)

Motion passed 4-0

Motion to Approve

Motion: (M. Manjos)

MOTION TO APPROVE the Replacement Equipment Budget of **\$200,000** for 2015-2016.

Second: (J. Ostaszewski)

Motion passed 4-0

EXPENDITURES:

Motion to Approve

Motion: (J. Ostaszewski)

MOTION TO APPROVE the Capital Project for Parks and Recreation budget of **\$403,645** for 2015-2016.

Second: (C. Ferraro)

Motion passed 4-0

Motion to Approve

Motion: (C. Ferraro)

MOTION TO APPROVE the Reserve for EMS Capital Items of **\$75,000** for 2015-2016.

Second: (T. Quinlan)

Motion passed 4-0

Motion to Approve

Motion: (T. Quinlan)

MOTION TO APPROVE the Monroe Plan of Conservation and Development Budget of **\$30,000** for 2015-2016.

Second: (M. Manjos)

Motion passed 4-0

Motion to Approve

Motion: (M. Manjos)

MOTION TO APPROVE the Fund Equity (Revaluation) of **\$70,000** for 2015-2016.

Second: (J. Ostaszewski)

Motion passed 4-0

Motion to Approve

Motion: (J. Ostaszewski)

MOTION TO APPROVE the Internal Service Fund Budget of **\$20,000** for 2015-2016.

Second: (C. Ferraro)

Motion passed 4-0

SOURCES OF FUNDING:

Motion to Approve

Motion: (C. Ferraro)

MOTION TO APPROVE Undesignated Fund Balance of **\$ 0**
for 2015-2016.

Second: (T. Quinlan)

Motion passed 4-0

Motion to Approve

Motion: (T. Quinlan)

MOTION TO APPROVE funding by Supplemental Taxes of **\$450,000**
for 2015-2016.

Second: (M. Manjos)

Motion passed 4-0

Motion to Approve

Motion: (M. Manjos)

MOTION TO APPROVE funding by Operating Transfers of **\$ 0**
for 2015-2016.

Second: (J. Ostaszewski)

Motion passed 4-0

Motion to Approve

Motion: (J. Ostaszewski)

MOTION TO APPROVE the Amount to be funded by Prior Year Taxes of
\$450,000 for 2015-2016.

Second: (C. Ferraro)

Motion passed 4-0

Motion to Approve

Motion: (C. Ferraro)

MOTION TO APPROVE the Amount to be funded by Current Taxes of
\$71,759,358 for 2015-2016.

Second: (T. Quinlan)

Motion passed 4-0

COLLECTION RATE:

Motion to Approve

Motion: (T. Quinlan)

MOTION TO APPROVE a Collection Rate of **98.5** percent for 2015-2016.

Second: (M. Manjos)

Motion passed 4-0

MILL RATE:

Motion to Approve:

Motion: (M. Manjos)

MOTION TO APPROVE a Mill Rate of **34.35** for 2015-2016.

Second: (J. Ostaszewski)

Motion passed 4-0

Monroe Fire Department discussion of Capital Improvements to department owned building-

Chairman Manjos said there have been discussions on the Monroe Fire Department roof and he has spoken with the Chief regarding their significant capital fund. He continued that the Board needs to know about the fund and what it is used for. It was noted that the all the fire departments have their own funds and again, there needs to be an understanding of the plans; this will be a continuing discussion.

2014-2015 Wage adjustment transfers for 7/1/14

Motion to Approve:

BE IT RESOLVED THAT, in accordance with chapter VIII section 7 (g) Town Charter the following transfer is approved

	To	From
1001-10-15101-0000-0005-0000-00000-00000-xxxxx	First Selectman Salary-other	4,000
1001-10-15101-0000-0110-0000-00000-00000-xxxxx	HR Salary Admin	1,530
1001-10-15101-0000-0120-0000-00000-00000-xxxxx	Finance Salary Admin	1,969
1001-10-15101-0000-0120-0000-00000-00000-xxxxx	Finance Salary-Other	4,000
1001-10-15101-0000-0140-0000-00000-00000-xxxxx	Engineering Salary Admin	1,020
1001-10-15101-0000-0145-0000-00000-00000-xxxxx	I/W Salary Admin	1,020
1001-10-15101-0000-0300-0000-00000-00000-xxxxx	POL Salary Admin	2,210.50
1001-10-15101-0000-0300-0000-00000-00000-xxxxx	POL Salary Other	1,969
1001-10-15101-0000-0500-0000-00000-00000-xxxxx	PW Salary Admin	1,500
1001-10-15101-0000-0800-0000-00000-00000-xxxxx	Library Salary Admin	1,326
1001-10-15101-0000-0810-0000-00000-00000-xxxxx	P & R Salary Admin	1,326
1001-10-15101-0000-0005-0000-00000-00000-xxxxx	HR WAGE ADJUSTMENT	21,870.50

Motion: (T. Quinlan)

Motion to approve transfer

Second: (C. Ferraro)

Motion passed 4-0

OLD BUSINESS

Audit Services

The Board had invited *Marcia Marien* from O'Connor Davies to discuss concerns with some of the references. *Chairman Manjos* said that O'Connor Davies stood out among the candidates; it is between them and the current auditors. *Ms. Marien* said that she appreciated the opportunity to address the Board's questions and concerns. The area of concern was communications and she responded to the Board's questions and discussed their approach to the audit process. There was a brief discussion on how changing auditors would impact the Finance Department as they have undergone significant

changes in the past year. *Board Member Dutches*, via phone, said that she stands by her position that a change in auditors should be made, *Board Member Ferraro* agreed. *Board Member Quinlan* said that he was leaning towards making the change. *Board Member Ostaszewski* added that O'Connor Davies brought a lot more depth than the current auditors and that he did not think that the Town was getting the services they paid for with current auditor.

Audit Services

Motion to Approve O'Connor Davies LLP as the Auditors for 2014-2015

Motion: (T. Quinlan)

To approve auditor

Second: (J. Ostaszewski)

Discussion: None

Motion passed 4-0

REVIEW OF FINANCIAL REPORTS

Expense & Revenue Summaries-*Chairman Manjos* noted there was solid revenue in several areas.

Departments-*Board Member Quinlan* noted that there has not been a Board of Education representative at the meetings in some time.

EMS Financial Statements-There was no discussion at tonight's meeting.

Tax Collector-*Mr. Cambra* said that they just learned that in two years, there will be a mill rate for real estate and a mill rate for motor vehicles. There will be a cap on the mill rate for motor vehicles and the Town is significantly above that cap.

Treasurer's Communications-*Mr. Bunovsky* stated that STIF funds transferred to general fund.

Fire Departments' Quarterly Statement-There was no discussion at tonight's meeting.

BOARD OF EDUCATION CORRESPONDENCE

There was none at tonight's meeting.

ADJOURNMENT

Motion to Adjourn at 8:30 p.m.

Motion: (C. Ferraro)

Motion to adjourn

Second: (J. Ostaszewski)

Discussion: None

Motion passed 4-0

Respectfully submitted,

Diane Behringer
Board of Finance Clerk