

**Beacon Falls Board of Finance  
10 Maple Avenue  
Beacon Falls, CT 06403**



**BEACON FALLS BOARD OF FINANCE  
Regular Meeting  
November 10, 2015  
REVISED MINUTES  
(Subject to Revision)**

**1. Call to Order / Pledge of Alliance**

Board Members Present: Jack Levine, Joe Dowdell, Jim Huk, and Joe Roderigo

Not Present: Marc Bronn and Brian Ploss

Others Present: First Selectman C. Bielik, Selectman P. Betkoski, Library Director Sue Dowdell, Finance Manager Tom Broesler (arrived at 8:20), Town Treasurer/Selectman-Elect Mike Krenesky, and Town Treasurer-Elect Wendy Roderigo

Chairman Jack Levine called the meeting to order at 7:43 PM.

**2. Public Comment**

Glenn Stowe and Joseph Brunnock, 99 South Main Street, appeared before the Board with complaints about a drainage problems resulting in costs to them. They were informed that they were at the wrong Board meeting and to attend the WPCA meeting the following Tuesday. The gentlemen thanked the Board for their time and apologized.

J. Levine asked three times if there was any public comment and there were no further comments at this time.

**3. Executive Session – Legal Matter Regarding the Sale of Region 16 Community School to the Town of Prospect Below Fair Market Value**

After a brief discussion, it was determined that this Agenda Item was not needed at this time.

#### **4. Approval of Minutes**

Motion to approve the minutes from the October 13, 2015 meeting as submitted for tonight's meeting: **Rodorigo/Dowdell**; *no discussion*; all ayes.

#### **5. Correspondence**

##### **a. Board of Finance Clerk's Invoice**

Motion to approve and pay the clerk's invoice in the amount of \$50.00 as submitted for tonight's meeting: **Rodorigo/Dowdell**; *no discussion*; all ayes.

The Board reviewed the 2016 schedule as submitted to the Town Clerk.

A copy of a letter from C. Bielik to Bob Hiscock, Chairman of Region 16 Board of Education was received regarding the town of Beacon Falls intent to actively participate in the bidding process for the property known as Community School in Prospect, CT.

A letter dated 09/01/2015 from Region 16 Superintendent Michael Yamin was received in regards to his response to the receipt of numerous emails, phone calls, and letters received from the Beacon Falls Board of Finance.

A copy of a letter from C. Bielik to Patrice Kelly, Sr. Environmental Analyst at the CT Dept. of Energy and Environment Protection was received regarding the request of a reimbursement of \$7,684.00 towards the purchase and installation of an EV charging station located in the Commuter Parking Lot on North Main Street in Beacon Falls, CT.

A thank you card from Bob Doiron was received regarding the fruit basket that was sent to him as a get well gift.

A copy of an interoffice memo from C. Bielik to all department heads, Boards, and Commission Chairs regarding budget transfers.

#### **6. First Selectman's Report**

C. Bielik, on behalf of the Board of Selectmen, thanked J. Levine for years of service and wished him a Happy Retirement.

C. Bielik indicated that the Board of Selectmen discussed the sale of Community School at their meeting on Monday night. After a brief discussion on the sale of Community School, it was decided that the Board of Finance and the Board of Selectmen will enter into Executive Session.

7. **Executive Session – Legal Matter Regarding the Sale of Region 16 Community School to the Town of Prospect Below Fair Market Value**

The Board of Finance entered into Executive Session with the Board of Selectmen member present as well as Mike Krenesky, Town Treasurer/Selectman-Elect, to discuss legal proceedings at 7:56 PM.

Motion to enter in Executive Session to discuss legal proceedings with the Board of Selectmen and Mike Krenesky: **Levine/Rodorigo**; no discussion; all ayes.

The Board of Finance exited Executive Session at 8:07 PM.

8. **First Selectman's Report – Continued**

**a. Budget Transfers**

C. Bielik indicated that the election equipment is in need of a storage area at Laurel Ledge School. The old music room has an open area where a storage closet could be constructed to store the election equipment. LoCIP funds are prohibited for use towards construction in schools and cannot be used towards this project.

C. Bielik is requesting \$7,000.00 to be transferred from Budget Line Item 1090.83.1170, Contingency, to Budget Line Item 1090.29.1345, Election Expenses.

Motion to transfer \$7,000.00 from Budget Line Item 1090.83.1170, Contingency, to Budget Line Item 1090.29.1345, Election Expenses: **Rodorigo/Huk**; discussion was about taking the money directing from Contingency and to receive confirmation in writing from Laurel Ledge School that they are in agreement with the construction of the storage closet in the designated area of the old music room; all ayes.

C. Bielik discussed the ICE Program with the Board of Finance. This program would regionalize the three towns of Seymour, Oxford, and Beacon Falls with regards to equipment purchases. Derby was involved in the initial talks but opted out of the program. Through the program, the grant money would be for 80% and the three towns would be responsible for 20%.

Motion to support the concept of regionalization of purchase of equipment with the towns of Seymour and Oxford upon the First Selectman providing documentation that it is a cost-saver for the town of Beacon Falls: **Rodorigo/Huk**; no discussion; all ayes.

C. Bielik is looking into the organization of the Police Department and working with Naugatuck.

## **9. Finance Manger's Report**

T. Broesler passed copies of the Finance Manager's Report to the members.

J. Huk asked about the report being separated by department and T. Broesler explained the way the new system generates the report.

J. Huk asked about the sludge processing percentage and T. Broesler indicated that it is high since it has been encumbered the expense. C. Bielik briefly described the sludge processing information.

T. Broesler indicated that all the bank reconciliations are done and through the month of March as far as taking the reconciliations and reconciling them to the General Ledger. T. Broesler presented a new form that will be used for budget transfers. The form will be requested by the Dept. Head, then approved by the First Selectmen at the Board of Selectmen meeting, then approved by the Board of Finance Chair at the Board of Finance meeting, and then to the Finance Manager.

J. Roderigo asked a question on the sub-accounts and T. Broesler noted that there are about 15 accounts beside the General Fund in regards to the bank accounts. T. Broesler indicated that the General Fund is at Naugatuck and at USB; the Melbourne Trust is at Naugatuck and at Ion; the Flag Fund is at Naugatuck and at Ion. There was a brief discussion on the intent to merge the accounts into one bank. Liberty Bank will be taking over Naugatuck and there is a wait to see what Liberty will have to offer. There was a brief discussion on the money from O & G that was given to the town in regards to Toby's Pond.

## **10. Treasurer's Report**

M. Krenesky indicated that the direct payment method for the Federal and State payroll taxes have been successful used for the past two pay periods. The USB account is no longer needed at this point and should be closed.

## **11. New Business**

Both Agenda Items a. Discussion of Sewer Use Tax, and b. Development of Board of Finance Policies/By-Laws, will be tabled and kept on the agenda for the next meeting.

## **12. Public Comment**

Sue Dowdell, Library Director, thanked J. Levine for his many years of service to the town of Beacon Falls.

J. Levine expressed his thanks to everyone for the time that he has spent working with everyone over the years.

### **13. Adjournment**

With no further business to discuss, J. Levine asked for a motion to adjourn tonight's meeting.

Motion to adjourn tonight's meeting at 8:50 P.M.: **Rodorigo/Huk**; *no discussion*; all ayes.

Respectfully submitted,

Marla Scirpo  
Clerk, Board of Finance

DRAFT