

Minutes of the Regular Meeting of the Board of Finance held at 7:00 P.M., on Wednesday, October 15, 2008.

Members Present: First Selectman McCarty, Mr. Doheny, Mr. Volain, Mr. Hallahan, Mr. Piccirillo, Ms. Brown, Mr. Monico

Also Present: Assistant Director of Finance Edward J. Swinkoski

The following materials were either mailed to the members or distributed at this time.

1. Agenda – October 8, 2008
2. Minutes of Regular Meeting held on September 11, 2008
3. September 30, 2008 - Report of Budget/Special Funds
- Report of Revenue
- Board of Education Accounting
4. Fund Summary 6/30/07
5. CY 2009 Meeting Dates
6. FY 2009-10 Budget Making Schedule
7. FY 2009-10 Department Workshop Schedule
8. Kostin, Ruffkess & Co. – Recommendations from the Internal Control Evaluation
9. Kostin, Ruffkess & Co. – Summary of Results of Internal Control Evaluation
10. Memo dated October 14, 2008, MUNIS Financial Systems Implementation

MINUTES

After a brief discussion of the Minutes of the Regular Meeting held on September 11, 2008, Mr. Doheny moved their acceptance, seconded by Mr. Piccirillo.

| | | | |
|-------|---------------|------------------|----------------|
| VOTE: | Doheny - Yes | Volain - Yes | Hallahan - Yes |
| | Brown - Yes | Piccirillo - Yes | Monico - Yes |
| | McCarty - Yes | | |

OLD BUSINESS

Mr. Volain asked First Selectman McCarty about an update on CRRA.

First Selectman McCarty explained that the deadlines have been moved back and that there have been five meetings in the last two weeks. She said CRRA may buy the trash plant but if they don't Covanta will purchase the plant for \$1. If CRRA and Covanta don't agree on the market value of the plant, it could go to arbitration which would delay the decision even further. Once the details have been completed, it will go to a Town Meeting.

Mr. Volain asked if other area towns are in the same position as North Haven. First Selectman McCarty said that they were. Further discussion followed.

Mr. Volain distributed a memo to the Board from Mr. Gomeau pertaining to the MUNIS Financial Systems Implementation.

Mr. Doheny wanted to know the status of the Director of Finance/Administration position. First Selectman McCarty explained that a number of applications had been received and that two rounds of interviews were conducted. An offer was made and the First Selectman assured the Board that the person selected is very qualified. First Selectman McCarty said she would

formally announce the person's name once the hiring process was completed.

Mr. Volain said that the Superintendent of Schools is seeking a Board of Finance liaison to help the Board of Education with labor negotiations. Mr. Hallahan expressed his interest in helping the Superintendent.

The First Selectman nominated Mr. Hallahan for the liaison position. Seconded by, Mr. Piccirillo.

| | | | |
|-------|---------------|------------------|----------------|
| VOTE: | Doheny - Yes | Volain - Yes | Hallahan - Yes |
| | Brown - Yes | Piccirillo - Yes | Monico - Yes |
| | McCarty - Yes | | |

Mr. Monico asked First Selectman McCarty about the status of the department head salary survey. First Selectman McCarty stated that she has a meeting with the consultant on October 23rd.

First Selectman McCarty said that a salary study was also being performed on the clerical union. The consultant will be meeting with the union on October 17th to discuss the procedure.

Mr. Monico did not think that this was a good idea and said that if the union had issues with their labor grades/duties it should go through their union steward. He felt that it was the union's responsibility not the Town's. He also questioned what the cost of this survey was and why it was not brought before the Board of Finance.

First Selectman McCarty said that the cost of the survey for the clerical union was \$8,000 and it did not have to go to the Board of Finance. She also stated that the clerical union agreed to do the study.

Mr. Monico asked about the status of union contracts. First Selectman McCarty said that they were in negotiations and that regularly scheduled meetings were being conducted.

Mr. Doheny asked about the Guidance Budget Letter which usually goes out this time of year. First Selectman McCarty explained that she was waiting for the new Finance Director to begin before sending out the budget materials.

Formatted: Font color: Blue

NEW BUSINESS

REPORT OF BUDGET/SPECIAL FUNDS, REVENUE AND BOARD OF EDUCATION ACCOUNTING SEPTEMBER 30, 2008

Mr. Swinkoski referred to these reports stating that tax collections at the end of September were 54.0%. Further discussion followed. These reports were accepted as presented.

CY 2009 MEETING SCHEDULE; FY 2009-2010 BUDGET-MAKING AND WORKSHOP SCHEDULES

These schedules were reviewed. A motion was made by First Selectman McCarty to adopt the CY 2009 Meeting Schedule, seconded by Mr. Piccirillo.

| | | | |
|-------|---------------|------------------|----------------|
| VOTE: | Doheny - Yes | Volain - Yes | Hallahan - Yes |
| | Brown - Yes | Piccirillo - Yes | Monico - Yes |
| | McCarty - Yes | | |

A motion was made by First Selectman McCarty to adopt the FY 2009-2010 Budget Making and Workshop Schedules, seconded by Mr. Piccirillo.

| | | | |
|-------|---------------|------------------|----------------|
| VOTE: | Doheny - Yes | Volain - Yes | Hallahan - Yes |
| | Brown - Yes | Piccirillo - Yes | Monico - Yes |
| | McCarty - Yes | | |

OVERVIEW OF OPERATIONS AUDIT

Mr. Centofanti distributed a Summary of Results of the Internal Control Evaluation to Board members. He went over the summary in detail with board members asking several questions. Mr. Centofanti stated that most of the recommendations that were made are very common to municipalities and that many of the recommendations have already been implemented by the Town.

Board members agreed that they needed to review the document and digest it. Mr. Doheny asked Mr. Swinkoski if he would put together a list of procedures that have already been implemented and any recommendations that he may have. Mr. Volain agreed and also asked for Mr. Swinkoski's recommendations.

PUBLIC COMMENT

Discussion followed for approximately 20 minutes with several residents asking questions and making recommendations/suggestions.

EXECUTIVE SESSION – CIRMA – HEART AND HYPERTENSION CLAIMS

At 8:35 PM Mr. Piccirillo made a motion to adjourn to Executive Session due to pending litigation. The following individuals were included in the Executive Session along with the Board of Finance: Mr. Bill O'Connell, Mr. Lou Fredericci, Mr. Joe Porto, and Mr. Edward Swinkoski.

Seconded by, First Selectman McCarty.

| | | | |
|-------|---------------|------------------|----------------|
| VOTE: | Doheny - Yes | Volain - Yes | Hallahan - Yes |
| | Brown - Yes | Piccirillo - Yes | Monico - Yes |
| | McCarty - Yes | | |

First Selectman McCarty made a motion to reconvene the meeting at 9:15 PM.

Seconded by, Mr. Monico.

| | | | |
|-------|---------------|------------------|----------------|
| VOTE: | Doheny - Yes | Volain - Yes | Hallahan - Yes |
| | Brown - Yes | Piccirillo - Yes | Monico - Yes |
| | McCarty - Yes | | |

There being no further business to discuss, Chairman Volain moved to adjourn the meeting at 9:16 PM, seconded by Mr. Monico.

| | | | |
|-------|---------------|------------------|----------------|
| VOTE: | Doheny - Yes | Volain - Yes | Hallahan - Yes |
| | Brown - Yes | Piccirillo - Yes | Monico - Yes |
| | McCarty - Yes | | |