



JOHN P. RACHEK  
Chairman

STATE OF CONNECTICUT – COUNTY OF TOLLAND  
INCORPORATED 1786

# TOWN OF ELLINGTON

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DOUGLAS B. HARDING  
Vice Chairman

## BOARD OF FINANCE

PEGGY BUSSE  
DAVID J. OLENDER  
BARRY C. PINTO  
JOSEPH E. WEHR

## REGULAR MEETING FEBRUARY 4, 2020 MINUTES

**Members Present:** John Rachek-Chair, Peggy Busse, Douglas Harding, David Olender, Barry Pinto, Joseph Wehr

**Others Present:** Lori Spielman-First Selectman, Kevin Kenzenkovic-Temp. Finance Officer, Felicia LaPlante-Asst. Finance Officer, Tom Palshaw, Cheryl Chamberlin

### Call to Order

Chairman John Rachek called the meeting to order at 8:00 PM.

### Pledge of Allegiance

**Citizens Forum - None**

### Approval of Minutes

**MOVED (WEHR) SECONDED (HARDING) AND PASSED UNANIMOUSLY TO APPROVE THE MINUTES OF THE REGULAR MEETING OF JANUARY 7, 2020 AS WRITTEN.**

### Financial Statements

There was discussion regarding the Tax Collector's fees collected. Felicia LaPlante told the Board that the Tax Collector had told the Board of Selectmen that she would not be able to collect the amount budgeted for Prior Year Levies but that she felt the collections for current years levies would make up for it. The actual collections shown is from July-December 31, 2019. There was a question of whether the bulk of the taxes come in during July or December. Felicia will speak with the Tax Collector to see what her

experience has been. Peg Busse asked about the spending for the Trails and the Beautification Committees that show no expenditures to date. Felicia LaPlante stated that she has just received a large invoice from the Trails Committee so there will be some activity on the next statement. Peg Busse also asked where the Robert Half expenses for the Temporary Finance Director will be shown and Felicia LaPlante stated that it will be in account #130-60250.

### **Additional Appropriations**

None

### **New Business**

#### **-2020-21 Budget Status Discussion**

John Rachek stated that there are items that will affect the upcoming budget that he wanted to discuss with the Board. He has heard that the Grand List may not increase much this year so do not count on that. The Board of Education budget increase is currently just slightly under 3% after the last round of reductions they made. He feels the Board should be very careful this budget season. He also feels that the Board should consider the Town debt. The leasing of the vehicles concerns him because it becomes debt. The Capital Improvements Budget is in the area of \$1,068,000. His opinion is that the Town has put a lot of money into the Fire Dept over the last several years including the new firehouse on Nutmeg Dr. and the various equipment and vehicles funded. He feels that some debt should come off the books before purchasing another piece of apparatus. He stated that this was his opinion. There is also a school possibly on the horizon, so the Board of Finance needs to be very careful. John Rachek stated that he felt that the Emergency Services Study that was just completed did not provide the information he was looking to see. Doug Harding also warned that the trash fees will be rising.

Peg Busse also asked about the large expenditure for the Vernon Treatment Plant rehabilitation that the Town is responsible for. Felicia LaPlante stated that they will see the WPCA revenues and expenditures in this year's budget shown the same as the other budgets. A list of the payments to Vernon for this plant rehab will be included. This will be for information purposes only as this is an Enterprise Fund.

#### **-Report on Callable Bonds**

Mr. Kenzenkovic submitted a memo regarding the callable bonds. At this time the 2007 bond is the immediate callable bond, however, it is only \$800,000 and we should wait until there are other things to bond before refinancing. The current percentage is 2-3.3%, and he indicated that the town cannot call the bonds in this fiscal year.

-RFP for Auditing Services

A draft RFP for auditing services was reviewed. Mr. Kenzenkovic stated that the highlights in this RFP are that the firm must have municipal experience and emphasis on getting the audit completed on schedule. The audit deadline of December 31 has been missed by the Town for many years. It is best to avoid working on the audit and budget at the same time. He was asked how many auditing firms do municipal work and he stated that there will be 9 RFP's mailed out. He is hopeful that more than 2 firms submit proposals.

Felicia LaPlante stated that the Town has been at fault and the plan is to get it done on time. The problem does lie in the manual account method for year-end close out. There is new accounting software in the Capital Improvements Budget that she urged the Board of Finance to fund. It was also pointed out that the auditors have a lot of work with other municipalities and are not able to be in Ellington until February.

-2020-21 Board of Finance Budget

**MOVED (PINTO) SECONDED (HARDING) AND PASSED UNANIMOUSLY TO SET FOR FISCAL YEAR 20-21 ACCOUNT 120 BOARD OF FINANCE AT \$9,850, ACCOUNT 121 AUDITORS AT \$46,500; ACCOUNT 122 AUDITORS SPECIAL PROJECTS AT \$100; ACCOUNT 1010 CONTINGENCY FUND AT \$200,000; ACCOUNT 1011 CAPITAL RESERVE FUND AT \$200,000; AND ACCOUNT 1045 GASB-OPED AT \$100,000.**

**Liaison Reports**

Peg Busse has attended the last few Board of Education meetings and they are whittling away at their budget. They are afraid to reduce it too much in case the Board of Finance wants to make large cuts.

**Adjournment**

**MOTION (HARDING) SECONDED (OLENDER) AND PASSED UNANIMOUSLY TO ADJOURN THE MEETING AT 8:40 PM.**

Respectfully submitted:



Lori Smith, Recording Secretary