

Received
December,23 2014
Laura Halloran
Assistant Town Clerk

Morris Board of Finance
Special Meeting, December 17, 2014
7 pm

Meeting was called to order at 7:01 pm. In attendance was Barbara Burch, Lisa Weik, Scott Pottbecker, Ed Dorsett, Tracy Martin, Selectman Vinnie Aiello and members of the public.

Motion made by Scott Pottbecker to appoint Ed Dorsett for Ron Emanuel. 2nd by Tracy Martion. Motion Carried

Barbara Burch reported that the auditor team has already been to town hall and the audit has begun. A questionnaire was distributed to the board members to send any concerns or questions regarding the audit to send to directly to the auditor.

2013-2014 Budget Review

No contingency transfers have been made. Questions still remain outstanding regarding the final numbers. Including, but not limited to, the ZBA overages and having different final numbers and copies of legal invoices. How theses invoices were allocated and if the over departments specified on those invoices were liable for payment and had knowledge of their payment from their line item budgets.

2014-2015 Budget Review

A discussion regarding the Health insurance line items for each department was held, as several departments were tracking to go way over budget do to the health insurance costs. It was suggested that next year the health insurance go into 1 line item and not individual departments.

The most recent reporting from the fiscal office was dated 12/8, however was also specified as 12/31/2014. It was assumed that the numbers were through December 8, 2014, and not through the end of the year. Ed Dorsett, who noted a significant shortfall projection of \$118,571.00 plus a \$9,923 shortfall for life insurance, provided health insurance totals.

Overages were noted on addition line items during budget review, however, the Board of Finance had not been notified by any department, with exception to the Library Board, regarding these overages.

Motion by Ed Dorsett, 2nd by Scott Pottbecker, to send a letter to all town boards, departments, and commissions to inform the board of finance of any overages or

expected overages in LINE ITEMS upon knowledge of potential overage. Motion carried.

It was questioned why the Litchfield Hills Chore Service invoice was paid. It was reported by Selectman Aiello that the check is still in office. When asked why the entire budgeted amount was not paid in full, Selectman Aiello reported that the Chore Service had been the ones to split the invoicing into 2 separate bills and sent them at different times.

It was noted that Highway salaries and highway seasonal wages are projecting to go over budget.

Motion by Ed Dorsett, 2nd Tracy Martin to contact the Highway foreman and ask for clarification on these budget items. Motion carried.

Motion by Scott Pottbecker, 2nd by Ed Dorsett, for an explanation of how the \$5,000 surplus will be calculated in the health insurance when the numbers are projecting over budget by \$100k +, or a reconciliation between the 2 reporting systems, to be made to the 1st Selectman's Office and Administrative Assistant, with a copy to be sent to the fiscal office and Town Treasurer. Motion carried.

2015-2016 Budget

Letter was sent by 1st selectman's office to have the budgets returned by Jan. 9, 2015. Board of Finance has requested that we get copies of budgets at that time so that initial review can begin.

Motion to accept the Minutes of Nov. 19, 2014, as written was made by Ed Dorsett, 2nd by Tracy Martin Motion carried; Scott Pottbecker abstained.

Motion to accept the minutes of the Public Hearing as written, was made by Ed Dorsett, 2nd by Lisa Weik. Motion carried; Tracy Martin & Scott Pottbecker abstained.

Motion to accept the Minutes for December 10, 2014 Regular meeting by Ed Dorsett, 2nd by Lisa Weik. Motion carried; Scott Pottbecker abstained.

Annual Report update;

Was reported by Vice Chairman, Barbara Burch that Ron Emanuel has received many Annual Reports. We will start working on the annual report and are awaiting the auditor's report. The Annual Report cannot be completed until the Audit is finished.

Motion made by Ed Dorsett, 2nd by Tracy Martin, that at the January 7 meeting we add agenda item regarding the annual report.
Motion carried

Outstanding Requests Treasurer and Fiscal Clerk;
Receipt of email from 1st Selectman that the Board of Finance will NOT be receiving the General Ledger and an attorney opinion is pending.

Nancy Lindquist, Library Board Chairman, reported that the 1st Selectman sent her to fiscal office to receive the General Ledger for the months of May and June, 2014, the fiscal office had no knowledge of this request and sent her back to the 1st Selectman to receive the General Ledger for those months.

Ed Dorsett went through the multiple memos of the Board of Finance requests for the General Ledger, culminating with the denial of the General Ledger by the 1st Selectman.

Motion was made by Ed Dorsett, 2nd by Lisa Weik, to add to the agenda for our next regular meeting a discussion of the Library Special Projects Motion carried.

Motion was made by Lisa Weik, 2nd by Tracy Martin, to submit a formal FOI complaint against 1st selectman and treasurer for a copy of the general ledger. Motion carried with amendment (see below)

Ed Dorsett made a motion to amend the motion to expedited the FOI complaint, and have the BofF Vice Chairman file the complaint. A copy of this request and the information be sent to the auditor.
2nd Tracy Martin. Motion carried for amendment

Motion made by Ed Dorsett, 2nd by Lisa Weik, to ask the Tax assessor, Michelle DaSilva to attend January 14, 2015 meeting and give an update report on the tax error. Motion Carried

Motion made by Ed Dorsett, 2nd by Lisa Weik, to request that the board of selectman contact the computer software company regarding the tax error that was made. Motion carried

Discussion ensued regarding the error and what could be done to safeguard against this happening again.

Library Copier;
Ongoing situation, the Library is paying for the copier at this time out of their funds and not town funds.

Library Wages;
There are potential overages as Reported by the Library Board Chairman with regards to the Library wages line item for budget 2014 – 2015.

Contingency Transfer Request;
Motion by Ed Dorsett, 2nd by Lisa Weik, to not authorize any expenditures from

contingency for the 2013-2014 budget at this time and continue to wait until the Board of Finance receives clarification on questions. Motion carried.

Discussion: Attempts to clarify the numbers have gone unanswered. Also, the question of why if items have been already paid, there is a need for contingency.

FOIA complaints;

No updates on pending FOI complaints for the 1st Selectman and the Library Director.

The Board of Finance has been notified that the complaint against them from Ann Carr has been dismissed by FOI.

Selectman Report;

Vinnie Aiello, Selectman, gave a report concerning the cost of town removal and cleaning of waste water if the DEEP proposal is enacted, and it's potential of costs to the tax payers.

Auditor Report;

Computer Server and eMail Issues were discussed. Selectman Aiello will bring these concerns to the attention of the Board of Selectman.

Motion by Ed Dorsett, 2nd by Tracy Martin, that the Board of Finance request that we should be added to the agenda of the Board of Selectman, to provide a Boff update at monthly selectman meetings. Motion carried.

Motion by Barbara Burch, 2nd by Tracy Martin, to enter into executive session at 9:20 pm, regarding the treasurer complaint. Motion carried.

Motion Close Executive Session at 9:40 pm was made by Ed Dorsett, 2nd by Scott Pottbecker. Motion carried.

Motion made by Ed Dorsett, 2nd by Scott Pottbecker, to adjourn at 9:41 pm. Motion carried.

Respectfully Submitted,

Tracy Martin
Board of Finance Clerk