Received
February 18, 2015
Laura Halloran
Assistant Town Clerk

Town of Morris
Board of Finance Minutes
Regular Meeting February 12, 2015

1. Call to order at 7:09 PM by Chairman Ronald Emanuel

2. Members present: Ms. Weik, Ms. Burch, Mr. Pottbecker. Not present Mr. Sweeney, Ms. MacDonald, Mr. Dorsett and Ms. Martin. Also present, Selectman Birkett and members of the public.

3. No Alternates present.

4. Board of Selectman's Update

   Selectman Birkett discussed actions taken at the Board of Selectman's Special Meeting held on February 11, 2015. Selectman Birkett stated he is having difficulty getting information from the First Selectman regarding a number of issues. He has been unable to ascertain the current Grand List for the Town of Morris and has no information relating to the amount Morris pays for fringe benefits for town employees.

   Constance Trolle, on behalf of the Bantam Lake Protective Association (BLPA) gave a presentation to the Board of Selectman regarding weeds in Bantam Lake. The Board of Selectman voted to give $25,000 to the BLPA for weed control. Currently Litchfield pays nothing, the DEEP pays nothing and White Memorial pays $13,500 for weed control on Bantam Lake. Per Ms. Trolle, the BLPA gives $25,000 for weed control on Bantam Lake.

   The Board of Selectman voted to sell an old generator from the town garage.

   Per Selectman Birkett, budget numbers for the First Selectman for 2015- 2016 are not available as the Administrative Assistant to the First Selectman has not completed the proposed budget.

5. Correspondence

   E-mail(s) from Auditor to Chairman Emanuel regarding invoice for audit services rendered to date and audit update.

   Correspondence from Kenneth Slater, Esq. regarding appearance for FOIC purposes.

   Correspondence from Greenword Counseling Services seeking a donation of $1000.00.

   Copy of the union grievance filed by a town employee against the Board of Finance.

6. Assessor's Report

   Discussion ensued. Per Chairman Emanuel, the Assessor informed him that she will not attend a BOF meeting as requested. Chairman Emanuel will contact OPM regarding town assessments. Chairman Emanuel will also contact the Tax Collector regarding exact figures regarding the projected shortfall.

Board of Finance Clerk Tracy Martin arrived at 7:30 PM.

Budget Review

2013-2014

Email from the auditor that the audit is on track to meet with the Board of Finance the week of the 23rd. The Board of Finance will schedule a special meeting for the week of the 23rd to meet with the auditor.

Annual Reports; More have come in and will be put together for meeting with the auditor.

Will keep in contact with the auditor to make sure that the auditor payment will be made in a timely manner.

2014-2015

Ron will scan in the fiscal report for January and email board members the updated report.

Will talk to the auditor regarding getting updated financial information in a timely manner.

General Ledger; FOIA Complaints. Motion written to dismiss from Atty. Slater, was responded to by Vice Chairman, Barbara Burch. Ms. Burch responded that we need the General Ledger based on the fact that we work with a non-encumbrance system and we need to have the most updated information. Overall, we need to view the general ledger for budgeting purposes.

Motion by Barbara Burch; the Board of Finance request the General Ledger for all departments for 2013-14; based on the fact that contingency transfers have not been made and approved by the BOF; and this information is needed to determine whether or not the contingency transfers are actually needed to be made, or if monies can be transferred from other unused sources. Lisa Weik 2nd. Motion Carried

Motion by Barbara Burch that last year's ledger is needed, along with the current updated ledger for 2014-2015 Beginning on July 1, 2014 through January 31, 2015; based on the fact that the Expenditures report submitted by the Fiscal Office appear to be incomplete, moreover, since the Town of Morris uses a non-encumbrance system for accounting purposes, we need a more accurate update on day to day expenditures in order to plan for this fiscal year and to budget in a fiscally responsible manner for the 2015-2016 period. Referencing, for example (including but not limited to), that there was very little change in expenditures from December 31, 2014 to January 31, 2015. Examples cited: 1-5600-724-2 Beach & Rec. Fringe Benefits, no change from 12/31 to 1/31; 1-5700-724-2 Library Health Insurance, no change from 12/31 to 1/31; 1-7008-724-2 Administrative Assistant Insurance, no change from 12/31 to 1/31. 1-5600-522-0 Beach and Rec. Electric, no change; 1-7028-522-0 Transfer Station Electricity, no change. Also noting that there are several line item overages which have not been explained, for example, but not limited to: 1-500-580-0 Fire Department New Equipment is over by $1,041.68; 1-500-536-0 Library Dues is over by $200; 1-6100-504-1 Fiscal Clerk to is over by $1,716.53; 1-6100-532-0 Computer Application Supplies is over by $1954.00; 1-6100-650-0 Treasurer Computer Expenses $670.48; 1-6500-724-2 Town Clerk Medical and Life Insurance is over by $2,483.00; 1-7012-730-2 Uniform Allotment $894.00; 1-7028-522-0 Transfer Station Electric is over by $617.74. Scott Pottbecker 2nd. Motion Carried.

2015-2016

Some budgets have come in.

The Board of Finance has received 2 Library Budgets. Library Board Treasurer Sally Irwin addressed the Board of Finance regarding this. The Library Board of Directors informed the Working Library Director that they would be the ones to prepare the budget. They had no knowledge or input in the budget that the Library Director submitted for Board of Finance review. The Library Board has eliminated the position of the Working Library Director as the position has increased over $18k since last year with the additional health insurance. There was a significant rise in cost, and they will still be short even with the spouse being taken off the insurance, although that has not been verified. The Working Library Director is costing approx. $71k per year. Further discussion of the Library Budget was tabled to a later date.

Motion by Barbara Burch to accept the minutes of Board of Finance Regular Meeting, February 4, 2015 as written. Tracy Martin 2nd. Motion carried with Lisa Weik and Scott Pottbecker abstaining (were not present at the 2/4/15 meeting).

New Business

Motion to add to new business Attorney Correspondence by Barbara Burch, Lisa Weik 2nd. Motion carried.

Halloran and Sage has been hired in the past by Connie Trollie, former Board of Finance Chairman, and is now working on behalf of the 1st Selectman against the Board of Finance regarding the FOI complaint.

Motion by Ron Emanuel to authorize the Vice Chairman Barbara Burch to contact Atty. Kenneth Slater in regards to a possible conflict of interest. Lisa Weik 2nd. Motion Carried.

Motion by Barbara Burch to add to the agenda, Discussion of Party Status to Individual Members of the Board of Finance. Scott 2nd. Motion Carried.

Motion by Barbara Burch to seek party status with the FOI Commission regarding individual Board of Finance members who specifically asked for Board of Finance documentation in regards to FOI: 2014-906.2014-907, to ask the FOI Commission how to go about seeking party status. Lisa Weik 2nd. Motion carried.

Motion to adjourned at 9:35 pm by Tracy Martin, 2nd by Lisa Weik. Motion Carried.

Respectfully Submitted,

Tracy Martin
Board of Finance Clerk