

**BOARD OF FINANCE
TOWN OFFICE BUILDING
40 OLD FARMS ROAD
WILLINGTON, CT 06279**

BUDGET MEETING MINUTES

Thursday, February 08, 2018

Members Present:

Jim Bulick, Chairman
Mike Makuch, Vice-Chair
Randy Belair, Secretary
Barry Wallett
Peter Tanaka
Laurie Semprebon
Fred Schoen – Alternate (arrived 7:22 pm)

Members Absent:

Bill Rankin – Alternate

Also Present: Donna Latincsics, Business Manager; Tish Ignatowicz, Treasurer; Erika Wiecewski, First Selectman; Tina Binheimer, Animal Control Officer; Joe Colangelo, Chairman, Parks and Recreation; Maureen Parcells, Recreation Director; Jennie Arpin, Director, Human Services; Jennifer Pallo, Treasurer, Library Board of Directors; Parks and Recreation Commission Members; members of the public.

Chairman Jim Bulick called the meeting to order at 7:00 pm.

SEATING OF ALTERNATES – not needed

APPROVAL OF MINUTES

1/18/2018 Meeting Minutes – Peter Tanaka **motioned** to approve the January 18, 2018 Regular Meeting Minutes, Randy Belair seconded. All were in favor, **motion carried**.

PRESENT TO SPEAK – no one

NEW BUSINESS

Budget Presentations

0511 Animal Control

Tina Binheimer, Willington Animal Control Officer, presented the Dog Fund budget. The request to be transferred from the General Fund is for \$22,040, which is a decrease of 3.51% or -\$802 less than last year's request. Vehicle Maintenance expenses were lower this year with the purchase of a new vehicle for the Animal Control Officer. The board asked to see the annual CT Department of Agriculture report detailing how many call outs were received. Tish Ignatowicz offered to provide a copy to the board. The board thanked Tina for her presentation.

0512 Recreation Department

Maureen Parsell, Parks and Recreation Director, presented the budget request. The request to be transferred from the General Fund is for \$61,390, an increase of +\$3,145 or +5.40% increase over last year's request. The increase is primarily due to the Recreation Director Job change from a part time to a full time position of 35 hours/week and secondarily due to increased activity in the basketball program. Discussion followed. The Board asked about increasing revenue. Maureen said that we have more students interested in playing basketball then we have gym space for them to play. The Board thanked Maureen for her presentation.

0513 Human Services

Jennie Arpin, Director, Human Services, presented the budget request. The request is for \$48,579 to be transferred from the General Fund. The request is an increase of +\$5,079 or 11.7% from last years request. Jenny explained that the increase is to build up the Human Services Fund 13. Funding from the State of CT has been erratic and she is trying to manage some of her funding uncertainty. The Board thanked Jennie for her presentation.

0517 Library

Jennifer Pallo, Treasurer, Library Board of Directors, presented the budget request. The request is for \$180,069 to be transferred from the General Fund. This is a -2.76% or -\$5,120 decrease from last year's request. Discussion followed concerning the Library's endowment being invested. The board thanked Jennifer for her presentation.

Land use agent hiring discussion

First Selectman Wiecenski asked the Board if they can bring on the part-time land use agent. The concern is that the current Planning-Zoning/Wetlands Agent has said that she will retire sometime in August. They would like to bring someone on to start learning the ropes. Discussion followed.

Mike Makuch **motioned** to unfreeze the hiring for the Part-time Land Use Agent. Randy Belair seconded. Peter Tanaka voted no, all others were in favor. **Motion carried.**

OLD BUSINESS

Fiscal Year 2017 Auditor's Report (any questions from the board?). – No questions were asked.

Municipal Mandate Relief (update from Jim). – Jim shared the summary provided by Senator Guglielmo with the board.

Teacher Retirement Benefit (TRB) collected (update from Jim). Jim talked to Kathleen Demsey, Chief Financial Officer, CT State Dept of Education; she is looking into whether or not the TRB affects the Minimum Budget Requirement (MBR). First Selectman Wiecenski received an email from the Town Attorney concerning the TRB being returned to the Town. The answer is that they can return the funds to the Town at the end of the Fiscal year. Selectman Wiecenski will forward the attorney response to the board

Annual Report for Fiscal Year July 2016 through June 2017 (update from Deb).

The Auditors Report was just received today. The report should be presented at the next meeting.

CORRESPONDENCE

Email concerning FOI training on 2/27 in Vernon.

GOOD & WELFARE

First Selectman Wiecenski was asked if we found a replacement for the Assessor. She replied that we have a Temp right now and we are still looking. They are talking to Tolland about sharing.

ADJOURMENT

The meeting was adjourned at 8:31 p.m.

Respectfully submitted,

Debra L. Lewis

Debra L. Lewis
BOF Recording Secretary