

BOARD of FINANCE
October 10, 2013 7:30 PM
TOWN HALL
MEETING ROOM

Present: Chmn Jerry Sargent, board members Richard Bochinski, David Finkel, Michael Carter, Patty Kopas and Steve Ezzes; Town Administrator Tom Landry, Finance Director Rick Darling, Supt. Dr. Colleen Palmer, BOE members Nina Daniel, Dana Levin, Sgt. Mike Ferullo, Margaret Wirtenberg, Sgt. Pat Daubert, Police Comm. Jess DiPasquale and Secretary Donna M. Anastasia. *Melissa Koller not attending*

Chmn Sargent called the meeting to order at 7:31 PM

Discussion/ decision regarding resolution to transfer unexpended funds within the appropriation and close out certain projects from the 2010 bond issue- Rick Darling.

Mr. Darling is in the process of state reimbursement planning. There are certain items we must provide to continue with the reimbursement plan. One part of that plan is to have board approval.

The Resolution to transfer unexpended funds, approved by the Board of Selectmen and prepared by bond counsel to be voted upon. .

Motion: Mr. Finkel made a motion to approve the transfer of unexpended funds as discussed and submitted¹; Mr. Bochinski seconded and with all in favor and none opposed motion carries.

| Original | <u>Amount</u> | Transfer <u>To/(From)</u> | Revised <u>Amount</u> |
|---|---------------------------|------------------------------|---------------------------|
| Weston Middle School Roof Replacement | \$3,760,000 | (\$863,131) | \$2,896,869* |
| Boiler Replacements: | | | |
| Hurlbutt North House | 235,000 | (56,136) | 178,864* |
| Weston High School | 144,000 | 25,315 | 169,315* |
| Window/Door Replacements: | | | |
| Weston Middle School | 1,579,600 | 919,640 | 2,499,240 |
| Weston High School | 1,076,933 | -0- | 1,076,933 |
| Weston Town Library Boiler Replacement | <u>100,000</u> | <u>(33,173)</u> | <u>66,827*</u> |
| Subtotal | \$6,895,533 | (\$7,485) | \$6,888,048 |
| Administrative, Financing and Bond Issuance Costs | <u>30,467</u> | <u>7,485</u> | <u>37,952</u> |
| TOTAL APPROPRIATION | <u>\$6,926,000</u> | <u>-0-</u> | <u>\$6,926,000</u> |

¹ Complete Resolution is made part of these minutes

Discussion/decision regarding balancing of capital accounts- Tom Landry

Mr. Darling went over recommended transfers; 200K to be moved from MS account for HS window and doors. The School administration has not finalized its list of capital transfers. However, it is anticipated that it will request the transfer of funds from the following account to the High School Doors and Windows project:

| ACCOUNT # | PURPOSE | BALANCE |
|-----------|-----------------------|------------|
| 5005509 | M.S. Air Conditioning | 200,000.00 |

The Town Administration requests transfers among its capital appropriations to zero out the following accounts, and transfer all remaining surplus to offset a portion of the expected deficit (approx. \$28,000) in the wetlands mitigation account as follows:

| ACCOUNT # | PURPOSE | BALANCE |
|-----------|--------------------------------|-----------------|
| 5002543 | Revson Field Repair | (2,156.84) |
| 5002576 | Police Digital Radio | 1,246.61 |
| 5012582 | Police/Fire Vehicle Radios | 1,838.42 |
| 5012589 | Fire Dept. Breathing Apparatus | <u>1,677.00</u> |
| 5013579 | M.S. Wetlands Mitigation | 2,605.19 |

Motion: Mr. Bochinski made a motion to transfer 200K from the MS account to use for the HS project; David Finkel seconded and with all in favor and none opposed motion carries.

Motion: Mr. Bochinski made a motion to approve the transfer for wetlands mitigation; Ms. Kopas seconded and with all in favor and none opposed motion carries unanimously.

Update regarding the School Resource Officer- Superintendent Palmer.

There was a lengthy discussion regarding the position of School Resource Officer (SRO) with the school administration, the board and Sgt. Mike Ferullo. Sgt. Ferullo clarified the duties and expectations of the SRO position. He explained the SRO would not make an arrest for example, this would be the responsibility of the police however in the event of a lock down or a life threatening situation the SRO then becomes the first line of defense for the school.

Dr. Palmer went over procedures to be in place with regard to the reporting of incidents, planned events and a statistical module with quantitative and qualitative

measures. Examples would be attendance rates, suspension rates and detention rates. The SRO would primarily be at the HS but available for the entire district. Focus groups, clubs and after school activities were mentioned.

There was discussion regarding the necessity of a very skilled and proactive individual to fill the position. As with any new hire there will be an entry plan and the SRO will be fully trained for the position.

This was an informational session only, as no proposal is presented for action at this time. Chmn. Sargent thanked everyone for attending and participating.

General informational update for Weston Public Schools – Superintendent Palmer

Dr Palmer and the board had previously agreed to a ‘state of affairs’ informal meeting. Due to an increase in enrollment this year the contingency teacher was utilized. We are watching substitute teachers more closely, there seems to be more of a demand at the HS. We had an employee leave so we were able to cut our secretarial staff. Dr. Keating commented on a disappointing final quarter; we were trending favorably and then took a turn downward. We are watching our legal fees and we are very fortunate to have Louis Brey. Special Education is always a challenge, this year we had an unanticipated increase in transportation costs. We are still working on many areas of the budget.

Discussion/decision regarding investment account updates from June 30 – Rick Darling.

Mr. Darling gave a brief update on investments². After some discussion Mr. Darling said he will put together various options for the board to review in November. In general the board agreed to a safe and cautious investment plan in light of a very volatile market.

Follow up -Mr. Darling will return in November with various options.

Discussion/decision regarding the proposed FY2013-14 Budget Calendar.

No changes were made to the current finance/budget calendar as presented.

² See investment breakdown sheet attached

Discussion/decision regarding approval of meeting minutes.

Motion: Ms. Kopas made a motion to approve the minutes of May 9, Mr. Carter seconded with all in favor motion carries. (Mr. Bochinski abstained)

Motion: Mr. Carter made a motion to approve the minutes of July 15, Mr. Bochinski seconded and motion carries. (Ms. Kopas abstained)

Motion: Mr. Carter made a motion to approve the minutes of August 7 as amended, Mr. Bochinski seconded and motion carries.

Motion: Ms. Kopas made a motion to approve the minutes of September 30 as amended, Mr. Bochinski seconded and motion carries. (Mr. Sargent abstained)

With no further business to become before this meeting and with all in favor, meeting adjourned at 9:06 PM

Respectfully submitted

Donna M. Anastasia, Secretary

Attachments

Complete Resolution
Capital Transfers
Investment summary
Tom Landry memo
Summary of Project balances
SRO Executive summary
SRO Job Description