



TOWN OF ROXBURY CONNECTICUT

Board of Finance

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF FINANCE REGULAR MEETING MARCH 15, 2016 MINUTES

CALL TO ORDER

Gary Lord, Chairman, called the meeting to order at 7:00 PM.

Members Present: Gary Lord, Wayne Piskura, Nanette Falkenberg, Sarah Foreman, Andy Engel and Ed Cady

Others Present: First Selectman Barbara Henry, Selectman Russell Dirienzo and Selectman James Conway.

Approval of Minutes

02/16/16 Regular Meeting

A motion was made to approve the minutes of the 02/16/16 Regular Meeting. By Ed Cady, seconded by Nanette Falkenberg and carried 5-0-1. Engel abstained.

03/01/16 Special Meeting

A motion was made to approve the minutes of the 03/01/16 Special Meeting. By Ed Cady, seconded by Andy Engel and carried 5-0-1. Falkenberg abstained

BUSINESS

Budget Review

The draft Town of Roxbury Capital Improvement Program 2016/2017 dated 3/8/16 was reviewed. It was agreed to reduce the Water Truck budget to \$20,000 for fiscal years 16/17 and 17/18. The description; "Reserve for Capital Undesignated" will be removed from the Pick-up Truck line item because that will come from the budget this year.

The Board discussed going to Town Meeting for the additional funds to purchase the truck and sander. Additionally, the baseball field, basketball court, IT and security were considered for funding this year. The Board would like to get approval for these projects so they can begin before July 1st and be excluded from the FY 16/17 Capital Improvements.

A motion was made to add to the agenda a recommendation for a Town Meeting to request the legislative body's approval for funding for truck #4 and sander, baseball field, basketball court, IT and security. By Gary Lord, seconded by Wayne Piskura and carried unanimously.

Recommend to Town Meeting

The funds for truck #4 and sander will come from Undesignated. The basketball court, baseball field, IT and securities will be funded through the Reserve for Capital and then reimbursed by LoCIP.

Motion to recommend to the Board of Selectmen to go to Town Meeting to request the legislative body to approve the following capital projects for a total of \$96,000:

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|--------------------------------------|--|
| ▪ Replace truck #4 and sander | \$27,000 funded via reserve for Capital Undesignated |
| ▪ Purchase security upgrades | \$10,000 funded via LoCIP |
| ▪ Purchase IT upgrades for Town Hall | \$40,000 funded via LoCIP |
| ▪ Repair basketball court | \$4,000 funded via LoCIP |
| ▪ Rehab baseball field | \$15,000 funded via LoCIP |

By Gary Lord, seconded by Nanette Falkenberg and carried unanimously.

A revised Capital Improvement Program draft dated 3/15/16, which excludes projects to go to Town Meeting, was distributed and reviewed:

A motion was made to clarify that the \$51,160 noted at the previous meeting to be released to the RVFD at anytime per their request for the air packs project should be corrected to \$67,160 to include the compressor which are the total funds allocated in previous years that must be used per the awarded grant's requirement. By Gary Lord, seconded by Wayne Piskura and carried unanimously.

Gary Lord reminded the group that the Town generously agreed to take care of the exterior of Minor Memorial Library about five years ago. The \$9,500 requested in Capital Improvement this year include interior repairs. It was clarified that town funding would be limited to the exterior. The group agreed to budget \$10,000 toward the roof replacement project. The description in the budget will be changed to Minor Memorial Library Exterior.

Barbara Henry reported that \$11,250 remains in Capital from last year's Minor Memorial Library painting project. The Library has requested to use these funds for other projects including stucco, window repairs and painting.

The Total Capital Improvement requested amount for FY 16/17 is \$302,500 with the changes discussed.

The Board reviewed the Operating Budget:

The Roxbury Public Library's operating budget requests were reviewed and it was noted that their budget request has substantially increased to \$114,000 versus the \$101,000 budgeted last year. A \$6,900 profit is projected by the Library in 16/17. The \$6,100 Energy Incentive payback over four years was considered as well as the work done to the Hodge over the past year. It was explained that the Library should have come to the BoF regarding funding the Hodge expenses as Capital Improvement projects. The Board noted that the Library does a good job and the budget was kept flat over the past years. It was agreed to budget \$108,000 for FY 16/17.

Everyone was in agreement that funding of the Land Acquisition line item should be kept at \$20,000.

Funding of nonprofits were discussed. Nanette Falkenberg noted how ASAP is the only nonprofit funded by this Town. It was reported that the town pays \$5,000 to ASAP and another \$5,000 comes from the Region as Roxbury's share. ASAP's portfolio was distributed and reviewed. It was agreed that the line should be cut to \$2,500 for 16/17.

Nanette Falkenberg discussed the ZBA with regard to the new ZEO. Currently his salary is paid through Wetlands and Zoning. She suggested that three or four hours per month be added to the ZBA budget to allow him time to come to the ZBA meetings. The group agreed that four hours per month would be added to the ZBA budget.

REPORTS

Chairman's Report

No report

Selectman's Update

No report

OTHER BUSINESS

N/A

ADJOURNMENT

A motion was made to adjourn the meeting at 9:27 PM, by Nanette Falkenberg, seconded by Wayne Piskura and carried unanimously.

Respectfully submitted,

Tai Kern

Tai Kern, Secretary

These minutes are not considered official until approved at the next Regular Meeting of the Roxbury Board of Finance