

CHAPLIN BOARD OF FINANCE
Chaplin, Connecticut
Special Meeting Minutes
October 15, 2018

Chairperson Dick Weingart called the meeting to order at 7:04 PM. Present were Board members Jean Lambert, Cesar Beltran, Doug Dubitsky, Alternate Linda Caron and Alternate Matt Foster. Unable to attend were Board members Link Diwan and Marc Johnson; and Alternate Bill Jenkins.

3. SEATING OF ALTERNATES:

Alternate Linda Caron was seated for Board member Link Diwan who could not attend tonight's meeting.

Alternate Matt Foster was seated for Board member Marc Johnson who could not attend tonight's meeting.

4. FIRST AUDIENCE FOR CITIZENS: None

5. ADDITONS OR CHANGES TO AGENDA: None Permitted

6. CONSIDER AND ACT ON RECOMMENDATION TO SPECIAL TOWN MEETING FOR THE FOLLOWING:

a. Transfer of \$75,000 from the FY 2018-19 General Fund Unallocated Fund Balance to the Capital Fund for replacement of the Library/Senior Center roof and internal building repairs:

The Board of Selectmen went out to bid for roof replacement due to urgent repair needed and received three bids with the lowest bid approximately \$60,000. The solar company will work with the town on removing/reinstalling the solar panels and renegotiation of the purchase cost for electricity. Metal roofing was considered but the Board of Selectmen decided to go with asphalt shingles due to the cost and time constraints.

Motion to recommend to town meeting for appropriation and transfer of \$75,000 from the FY 2018-19 General Fund Unallocated Fund Balance to the Capital Fund for replacement of the Library/Senior Center roof and internal building repairs, was made by Matt Foster, seconded by Jean Lambert and carried unanimously.

b. Transfer of \$15,000 from the FY 2018-19 General Fund Unallocated Fund Balance to the Capital Fund for tree removal:

Motion to recommend to town meeting for appropriation and transfer of \$15,000 from the FY 2018-19 General Fund Unallocated Fund Balance to the Capital Fund for tree removal, was made by Jean Lambert, seconded by Cesar Beltran and carried unanimously.

Reason: The Public Works staff has identified a large number of trees that need to be removed due to insects and other causes. This will be a multi-year effort and will likely required additional funding in the future.

Doug Dubitsky reported that tree removal is a huge issue all over the state. If re-elected, he will put forth a bill to allow tree removal funding from LOCIP funds. Utility companies are removing trees that are close to the wires.

Dick Weingart reported that there was some funds in the Public Works equipment budget to rent a bucket truck for tree removal.

- c. **Transfer of \$3,500 from CIP account #3320.1 (Revaluation) to FY 2018-19 General Fund account #23103 (Assessor –In House Computer System) for Main Street GIS upgrade:**
Doug Dubitsky asked if there would be an increase to yearly maintenance.
Motion to recommend to town meeting for appropriation and transfer of \$3,500 from CIP account 3320.1 (Revaluation) to FY 2018-19 General Fund account #23103 (Assessor – In House Computer System) for Main Street GIS upgrade, was made by Cesar Beltran, seconded by Jean Lambert and carried unanimously.

The above transfers will have minimal impact to the General Fund Balance.

7. **Consider and act on change of date for Board of Finance November meeting since November 12th is a state holiday (Veteran’s Day):**
Motion to change the date of the Board of Finance November meeting to November 5, 2018, was made by Jean Lambert, seconded by Cesar Beltran and carried unanimously.
8. **First review of BOF draft Town Agency budget management policy:**
Dick Weingart presented a draft BOF Town Agency budget management policy for review. Discussion will be held at the November meeting.
9. **Set date for first RFP Subcommittee meeting:**
The first RFP Audit Subcommittee meeting will be held on Tuesday, October 23rd at 7pm.
10. **Time and place of next Regular/Special Meeting:**
 - a. Monday, November 5, 2018 – Special Meeting @7pm (Town Ha
 - b. Monday, December 10, 2018 – Regular Meeting @7pm (Town Hall)
11. **Adjourn:**
Motion to adjourn (8:01 PM) was made by Cesar Beltran, seconded by Linda Caron and carried unanimously.

Minutes will be approved at the next regular meeting.

***Respectfully submitted by Kathleen Scott
Recording Clerk***