

CHAPLIN BOARD OF FINANCE
Chaplin, Connecticut
Special Meeting Minutes
March 8, 2016

Chairperson Dick Weingart called the meeting to order at 7:00 PM. Present were Board members Bruce Raymond, Jean Lambert, Marc Johnson, Cesar Beltran, Doug Dubitsky and Alternate Matt Foster. Others present were First Selectman Matt Cunningham and Accountant Val Garrison.

3. SEATING OF ALTERNATES: Not Necessary

4. AUDIENCE FOR CITIZENS: None

5. BUDGET WORKSHOP:

a. Review of FY 2016-17 town budget requests:

The Board was presented with budget books. Salary increases will be determined pending contract with Public Works.

○ **Identify individual budgets for examination/additional information/adjustments:**

CIP Debt Service – includes energy project for the Library/Senior Center

General Government – Dick Weingart will follow up with the Ambulance Corps for documentation of costs

Accountant – level budget

Assessor – increase for new in house GIS mapping system

Board of Assessment Appeals – level budget

Chaplin BOE – final budget to be approved on March 9th

RD11 BOE – final budget to be approved on March 15th, enrollment is declining (305 as of October 2014, 280 as of October 2015)

BOF – approved at the last meeting

BOS – level budget

Building/Grounds/Maintenance – includes request to reinstate armored security service (cost was previously covered by Savings Institute)

Employee Benefits – includes increase for health insurance

Fire Marshal – increase for salary

Historic District – level budget

Library – includes increases for Library Director salary that was presented to BOS (voted not to approve), programs, custodian, office materials (to reflect annual spending), also includes request to move Library Grant out of the budget due to grant requirements

Planning & Zoning – will approve their budget this month

Police Protection – increased last year from 70% to 85% per state legislation

Recreation – level budget

Registrars & Elections – increase for mileage (training and conferences), decrease for legal notices

Senior Center – increases for maintenance and supplies, utilities (projected costs)

Tax Collection Services – contract with the town of Windham

Town Clerk – includes increases for document grant (projected to increase) and legal notices

Town Memberships – change Section 8 Housing to zero, WINCOG assessment decreased (reflected in new GIS mapping service)

Motion to table the remainder of the agenda, was made by Jean Lambert, seconded by Cesar Beltran and carried unanimously.

- b. Review preliminary CIP Plan:**
 - FY 2017 – 2021 CIP Plan requests
 - Review completed CIP projects for potential closure
- c. Review FY 2016-17 budget calendar & schedule:**
- d. Other budget issues for consideration:**

6. AGENDA SUGGESTIONS FOR NEXT MEETING:

- a.** Town Agency budget presentations

7. TIME AND PLACE OF NEXT REGULAR/SPECIAL MEETINGS:

- a.** Monday, March 14, 2016 – Regular Meeting for Town Agency budget presentations @ 7pm (Town Hall)
- b.** Monday, March 21, 2016 – Special Meeting for BOE/CES budget presentation @ 7pm (Town Hall)

The next CIP Committee meeting will be held on March 17th.

8. ADJOURN:

Motion to adjourn (9:07 PM) was made by Jean Lambert, seconded by Bruce Raymond and carried unanimously.

Minutes will be approved at the next regular meeting.

*Respectfully submitted by Kathleen Scott
Recording Clerk*