

**BOZRAH BOARD OF FINANCE**  
Special Meeting  
Bozrah Town Hall  
1 River Road, Bozrah, Ct 06334  
March 28, 2016

Chairman Michael O'Connor called the special meeting of the Bozrah Board of Finance (BOF) to order at 7:00 p.m.

**Members Present:** Michael O'Connor Michel Leask, Raymond Barber, Steve Seder, Evan Gilman

**Members Absent:** Phil Lavallee

**Others Present:** Glenn Pianka (First Selectman), Bill Ballinger (Second Selectman), Carl Zorn (Selectman), Nancy Renshaw (Tax Collector), Diane Santo (Town Treasurer), Paul Gagliarducci (Superintendent), Deb Smith (BOE Chair), Chad Renshaw (Selectman's Assistant) Ryan Sholes (Fire Chief) and 7 members of the public.

**Item 1:** Review and approve the December 14, 2015 Quarterly meeting minutes

**MOTION 1:** R. Barber made a motion to approve the minutes for the December 14, 2015 Quarterly meeting as presented. M. Leask seconded the motion. S. Seder and E. Gilman abstained from voting on the motion because they were not at the meeting.

– **MOTION CARRIED**

**Item 2:** Report from the Treasurer [account status, income estimate, challenges]

Handouts were provided. (Treasurer's Report and Profit & Loss Budget vs. Actual).

There were no concerns regarding the Treasurer's Report handout.

It was noted that on the Profit & Loss handout the Town Clerk collected approximately \$30,000 more than anticipated.

**Item 3:** Report from the Tax Collector [collection report, challenges, pending actions]

Nancy Renshaw, Tax Collector, reported that 98% of everything owed on the 2014 Grand List has been collected for 2014. There are two delinquents, one who had paid off Wednesday March 23, 2016 with \$13,000 interest.

She also noted on the 314 Bozrah Street tax sale. There is a March 31, 2016 court date and she expects a settlement of \$162,000. The town would settle to receive

payments over 48 months on the back taxes of the property from 2007 to 2013. The federal court will ensure payments are being made. There is \$10,000 in legal fees, not paid yet from the town's legal account.

R. Barber requested that it be in writing that the federal court will ensure the payments will be made through 2013.

**Item 4:** Board of Selectmen and Board of Education: 15/16 status report. [budget challenges, pending actions]

#### Board of Selectmen

Glenn Pianka, First Selectman, noted that the payments for the Auditor for the 15/16 budget was \$3,875 more than originally budgeted and the Town Counsel account would be approximately \$750.00 more than originally budgeted. He also noted that the Town Clerk Assistant budget was over \$1,000 than originally budgeted due to training that was necessary. The pending legal fees on 314 Bozrah Street will \$10,083.

G. Pianka explained that many of the balances may not be accurate because the payroll accounts were not up to date. It was noted that the payroll accounts are now up to date.

G. Pianka put in for a human resource service through Paychex for \$24,000 in the budget request for 16/17.

M. O'Connor requested that G. Pianka prepare a transfer request for the next BOF meeting.

#### Board of Education

Paul Gagliarducci, Superintendent, presented the Board of Education's budget for 16/17. He noted that the full March expenditure report would be out next week. 2017 is the last year of the current contract.

Prior to receiving the budget requests for the Board of Selectman and the Board of Education, M. O'Connor handed out a Board of Finance guideline, a yearly cycle graph and an all accounts graph. He noted that the Grand List had increase 1% from the previous fiscal year.

**Item 5:** Receive 16/17 budget requests from Board of Selectmen and Board of Education

#### Board of Education

P. Gagliarducci noted that the BOE spent less than anticipated on Special Education. The budget request also includes the addition of an Intervention Specialist that would be a full time position with benefits.

P. Gagliarducci addressed the capital items; panel replacement, minor building repairs and a roof survey. He met with a safety committee regarding upgrading signage.

The budget proposal is .82% over last years budget.

#### Board of Selectmen

G. Pianka noted there would be \$5,800 in this years budget for an Assistant Town Clerk salary because of an anticipated absence of the Town Clerk.

The Auditor's budget increased 30% from \$16,000 to \$21,00 due to an increased workload.

The Building Official's salary budget has decreased to \$17,000 from \$27,690 because the anticipated workload for last year was less than expected. In addition to the regular salary the Building Official receives \$1,950 as the Zoning Enforcement Officer and receives \$1,950 as the Wetlands Enforcement Officer.

The Planning and Zoning SECCOG planner and the IWCC SECCOG planner will reduce because they were over budgeted for last year.

There was an increase to the Seasonal Grounds Keeper's budget from \$3,420 to \$7,500 so the regular highway crew can work on other projects, including the Wahconnah Drive catch basin replacement.

The Recreation Commission's budget has increased by \$3,000 due to Umpire payments and a seasonal ice rink development near Yantic River Walk.

G. Pianka proposed a salary for the senior coordinator, Christine Baker, of \$2,000. She would be supplying monthly reports on activities to the Board of Selectman.

G. Pianka also proposed an addition of a Paychex human resources service, adding \$29,000 to the budget.

The budget proposal is 8.2% over last years budget.

Prior to establishing meeting dates for the 2016 budget process, Fire Chief Ryan Sholes presented the Board of Selectmen and the Board of Finance with a cost

projection of capital expenditures for the next five years for the Bozrah Volunteer Fire Department.

**Item 6:** Establish meeting dates for 2016 budget process

Public hearing - Tuesday April 21, 2016 at 7:00 p.m. at Fields Memorial School

Board of Finance Regular meeting – Monday April 18, 2016 at 7:00 p.m. at the Bozrah Town Hall

**MOTION 2:** R. Barber made a motion to adjourn the meeting at 9:15 p.m. M. Leask seconded the motion.

Vote Unanimous – **MOTION CARRIED**

Respectfully submitted for the board,

Heather Barber  
Recording Secretary