

**CHAPLIN BOARD OF FINANCE**  
**Chaplin, Connecticut**  
**Special Meeting Minutes**  
**March 30, 2015**

**Chairperson Dick Weingart called the meeting to order at 7:05 PM. Present were Board members, Bruce Raymond, Diana Fiasconaro, Jean Lambert, Marc Johnson and Doug Dubitsky.**

**3. FIRST AUDIENCE FOR CITIZENS (limited to 15 minutes):** None

**4. ADDITIONS OR CHANGES TO AGENDA:** None Permitted

**5. GUESTS:** None

**6. REPORTS:**

**a. Board Members' reports:**

- **FY 2013-14 Annual Report: BOF Annual report must be approved: (Diana)**

Diana Fiasconaro presented the FY 2013-14 Annual Report for the Board of Finance. The following will be added to the report: Miscellaneous revenues are due to audit adjustment. Property revaluation caused significant decline in grand list.

*Motion to approve the FY 2013-14 Board of Finance Annual Report, was made by Jean Lambert, seconded by Bruce Raymond and carried unanimously.*

- **Other reports (limited to 15 minutes):**

Doug Dubitsky reported from the Capitol regarding proposed change in funding for the State Trooper program to 100% and proposed Senate Bill #1 that would set a statewide mill rate of 29 for all cars.

Diana Fiasconaro reported that a license may be needed for a music program and has notified the Recreation Department.

**7. CORRESPONDENCE:**

Doug Dubitsky received information regarding concerns with special education funding for one or more students who have moved out of Chaplin.

**8. APPROVAL OF MINUTES:**

- **Special Meeting: 03/16/2015**

*Motion to approve the special meeting minutes of 03/16/15, was made by Jean Lambert with the following corrections:* Item #4 should read – The current budget is projected to have a deficit and the Board of Education was asked to provide a monthly update. The Board of Education requested to use the Non-Lapsing Account for a roof project. A Kawasaki tractor and window blinds will be funded through CIP. Item #6a should read – A suspense list request will be addressed at a future meeting to transfer some items back to 2008. Item #9a should read – Should the budget remain at 70% or be changed to 100% with pending legislation. *The motion was seconded by Bruce Raymond and carried with one abstention by Doug Dubitsky.*

**9. OLD BUSINESS:** None

**10. BUDGET WORKSHOP:**

- a. Review of FY 2015-16 & 2016-17 budget forecasts:**

For FY 15/16, there is a deficit in capital equipment with a draw down to the fund balance. A slight surplus is projected for the current year mostly due from collected back taxes. There will be an increase in revenues due to Eversource project. There are extra funds in the CIP for infrastructure.

For FY 16/17, revenues are projected to increase from motor vehicles (may change pending proposed bill).

Discussion was held on proposed funding change for the State Trooper program.

The Board was presented with salary projections. Dick Weingart will review with Accountant.

**b. Town and BOE budget review and adjustment:**

- **Consider and act on BOF response to Selectmen and Agencies re: merit salary increase requests:**

The Board was presented with draft of summary to Board of Selectmen and Agencies regarding merit salary increase with suggested changes. Salary increase needs to be clarified with additional job responsibilities.

*Motion to approve BOF response to Selectmen and Agencies regarding merit salary increase requests, was made by Diana Fiasconaro, seconded by Jean Lambert and carried unanimously.*

- **FY 2015-16 & 2016-17 projected surplus/deficit:**
- **Identify individual budgets for examination/additional information /adjustment:** No Report
- **Review Resident Trooper budget for FY 2015-16:** Discussed already

**c. Review CIP Plans:**

- **Prior year FY 2015 – 2019 CIP Plan**
- **Review CIP projects for potential closure**
- **FY 2016 – 2020 CIP Plan requests**

Window blinds for security for the Elementary School was added to the CIP and will be spread over two years.

Marc Johnson left the meeting at 8:33pm.

**d. Plan for April 13 Public Hearing:**

The Board was asked to review detailed backup of budget to prepare for any questions from the audience at the Public Hearing. A brief regular meeting will be held after the Public Hearing.

**e. Review FY 2015-16 budget calendar & schedule:**

**f. Confirm budget workshop dates for April (04/16 & 04/27 – alternate for 04/23 – schedule conflict):**

Budget workshop will be held on April 16<sup>th</sup> and April 27<sup>th</sup>.

**g. Other budget issues for consideration:** None

**11. NEW BUSINESS:**

- a. Approve funds transfers and budget line adjustments as needed (several pending):**  
*Motion to transfer \$2,013 from #10702 - Unrestricted Fund Balance to #10701.10 - Board of Education Non-Lapsing Carryover Fund, was made by Doug Dubitsky, seconded by Jean Lambert and carried unanimously.*

*Motion to establish the following new line items: #14107 - Cemeteries, #14107.1 - Donations, #14107.2 - Interest, #14107.3 - Plots; #14150 - Rentals, #14150.1 - Community Center Hall, #14150.2 - Fire House Hall, was made by Bruce Raymond, seconded by Jean Lambert and carried unanimously.*

*Motion to establish new line items #20080 - Debt Service Energy Projects, #20080.1 - Library/Senior Center, #20080.2 - Public Works, was made by Jean Lambert, seconded by Diana Fiasconaro and carried unanimously.*

- b. Review assigned Fund Balance for future RSD11 assessment:**  
Assigned fund balance for future RSD11 assessment won't be needed this year.
- c. Consider assignment of Fund Balance for potential CES/BOE FY 14-15 deficit:** No Report

**12. AGENDA SUGGESTIONS FOR NEXT MEETING:**

- a. Budget workshop

**13. TIME AND PLACE OF NEXT REGULAR/SPECIAL MEETINGS:**

- a. Monday, April 13, 2015 – BOF Public Hearing on FY 2015-16 Budget (Senior Center)  
BOF Regular Meeting @ 7:00 pm (Senior Center)
- b. Budget Workshops: April 16 (Library) and 27, 2015 (Town Hall)
- c. Monday, May 11, 2015 – Annual Town Meeting (Senior Center)

**14. ADJOURN:**

*Motion to adjourn (9:01 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 Secretary*