



**TOWN OF FRANKLIN
BOARD OF FINANCE (BOF)
FRANKLIN TOWN HALL
7 Meetinghouse Hill Rd.
Franklin, Connecticut
MINUTES – REGULAR MEETING
Tuesday, May 8, 2018
7:30 p.m.**

1. Call to Order: Chairman Richard Handfield called the meeting to order at 7:30 p.m.

Members Present: Vice Chairman Veronica Calvert, Calli Carboni, Susan Dombrowski, Richard Handfield, Joe LeVasseur. **Members Absent:** Richard Weingart. **Alternate Members Absent:** Wesley Crawford, Niels Jeppesen, Roland Mihok.

Also Present: First Selectman Charlie Grant, Board of Education Chairman Peter Calvert

2. Recognition of Visitors:

3. Additions to the Agenda:

MOTION #1 (05-08-18): made by Vice Chair Ronnie Calvert **SECONDED BY** Joe LeVasseur that the Board of Finance add the following to New Business:

- 1) Discuss and Act on Proposed Budget for fiscal year 2018–2019, to include:

- a. Discuss Adjustments in First Selectman's Salary
- b. Discuss Adjustment in Treasurer's Salary

- 2) Discuss presentation for public hearing 2018-2019 Budget

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

4. Approval of Minutes:

- a. April 10, 2018 Regular Meeting

MOTION #2 (05-08-18): made by Calli Carboni **SECONDED BY** Susan Dombrowski that the Board of Finance approve Meeting Minutes of April 10, 2018 Regular Meeting as amended

Corrected Spellings: Calli Carboni and Susan Dombrowski

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

5. Review of Reports:

- a. **Monthly Tax Collection Report:** Kelsey Allard, Tax Collector, reviewed the December 2017 monthly report as submitted.

- 98.00% of taxes collected on the 2016 Grand List
- \$70,065.87 prior year taxes
- \$48,821.06 interest and lien fees

The March 2018 Delinquent Real Estate was submitted by the Tax Collector and reviewed by BOF.

- b. **Monthly Board of Selectmen Income Report:** Mr. Grant reviewed the report as submitted.

There was discussion about how State Education Cost Sharing (ECS) funds may not be reduced as was previously thought. However, it is anticipated municipal support funds may be reduced. The Town is experiencing a favorable tax collection rate and overall this would put the Town in a favorable position. It was noted, these situations remain fluid as the State has not acted on these items at this point.

- c. **Monthly Board of Selectmen Expense Report:** Mr. Grant reviewed the report as submitted.

The winter maintenance fund and heating accounts were used extensively as a result of significant winter conditions. The Tyler Drive roof issue is resulting in an expense to maintenance and legal fees in order to correct outstanding issues. The overall goal is to bring Tyler Drive into a condition in that portions of space can be rented out to bring income in for the Town.

- d. **Monthly Board of Education Report:** Mr. Peter Calvert reviewed the monthly financial report as submitted. He noted currently the BOE budget is carrying a favorable balance.

- e. **Monthly Selectman's Report:** Charlie Grant reviewed the Town Budget as submitted. The Department of Public Works continues with their work of roadside mowing, street cleaning, and brush clearing as usual for this time of year.

6. Correspondence: None

7. Unfinished Business:

8. New Business:

- a. Presentation **Board of Selectmen Budget Fiscal Year 2018-2019:**

First Selectman Charlie Grant presented and discussed the Budget including designated and un-designated fund balances, town operations relative to income and expenses, and state funding.

First Selectman's Salary: Discussion ensued with regard to responsibilities of the position of First Selectman as it relates to salary, health benefits, and social security considerations.

Treasurer: There was discussion about unanticipated increases in the responsibilities and hours of the Treasurer position at the onset of the current election period. This increase was the result of adjustments between the Treasurer and Bookkeeper positions upon the suggestion of the Auditor. The Treasurer's salary should compensate for increased duties. The increase will be re-evaluated in about one year or until such time procedures assuring best financial practices are put in place.

Bookkeeper: Bookkeeper duties have been reduced as result of adjustments between the Treasurer and Bookkeeper upon the suggestion of the Auditor. However, responsibilities and hours were increased over the past three years for the bookkeeper but not compensated for by the Town. Discussion ensued.

MOTION #3 (05-08-18): made by Calli Carboni SECONDED BY Joe LeVasseur that the Board of Finance

1. Approve an increase to the position of the First Selectman as follows:

Salary to \$49,672, including additional compensate at approximately \$25,000 for health insurance and \$2,000 for Social Security

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

MOTION #4 (05-08-18): made by Calli Carboni SECONDED BY Susan Dombrowski that the Board of Finance

1. Approve an increase the position of the Treasurer's Salary to \$12,500

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

b. Presentation Board of Education Budget Fiscal Year 2018-2019:

Board of Education Chairman, Peter Calvert, presented and discussed the budget as presented.

MOTION #5 (05-08-18): made by Veronica Calvert SECONDED BY Susan Dombrowski that the Board of Finance approve to present at Public Hearing a Fiscal Year 2018-2019 budget for the Town of Franklin in the amount of \$2,635,973 for the General Town Government and \$4,045,668 for the Board of Education with revenue estimates of \$1,175,300 and the remainder to be raised by taxes with an estimated mil rate of \$25.72

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

9. Public Comments:

Discussion ensued about interested renters for space at the Tyler Drive Complex. It was noted that Franklin Elementary School Administration does an excellent job in educating the children of Franklin.

8. Adjournment

MOTION #6 (05-08-18): made by Chairman Handfield SECONDED BY Calli Carboni that the Board of Finance adjourn the meeting

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

Respectfully submitted,
Sherry Pollard, Board Secretary