BOARD OF FINANCE

Clifford J. Hurgin Municipal Center, 1 School Street
Bethel, Connecticut 06801 Telephone: (203) 794-8501

MINUTES OF REGULAR MEETING
Tuesday, September 10, 2013 - 7:00 p.m.
CJH Municipal Center – Meeting Room "A"

PRESENT: William Kingston, Chairman, J. Phillip Gallagher, Patricia Smithwick, Eileen Freebairn, Claudia Stephan, Gary Regan and Timothy Draper. Also in attendance were Comptroller Robert Kozlowski and Assistant Comptroller Brad Heering.

Call to order/Pledge of Allegiance: William Kingston called the regular meeting to order at 7:00 p.m.

Public Comments: none

Correspondence: none

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TOWN OF BETHEL
TOWN CLERK

Minutes of previous meeting(s)

Patricia Smithwick made a motion, which was seconded by Gary Regan, to approve the minutes of June 11, 2013 as presented. Voting in favor of the motion: J. Phillip Gallagher, Patricia Smithwick, Claudia Stephan, William Kingston, Gary Regan and Timothy Draper. Voting against the motion. Eileen Freebairn. Motion passed.

The minutes of May 8, 2013 had been tabled at the last meeting.

J. Phillip Gallagher made a motion, which was seconded by Gary Regan, to include J. Phillip Gallagher's additions to the minutes of the May 8, 2013 meeting. Voting in favor of the motion: J. Phillip Gallagher, William Kingston, Gary Regan and Timothy Draper. Voting against the motion. Patricia Smithwick, Eileen Freebairn and Claudia Stephan. Motion passed.

Comptroller's Report:

Comptroller Robert Kozlowski advised that the June 30, 2012 audit is complete and the auditors are currently working on the 2013 audit. He noted, among other items, several management notes, which have been addressed, bank reconciliations

(resolved and up to date), asset labeling (complete), and a Board of Education payroll control issue. He is working on several policies for future submittal to Board of Finance/Board of Selectmen on accounting procedures, investment and disaster recovery polices.

Comptroller Robert Kozlowski noted that a recent Bond Anticipate Note (BAN) sold for .21% - this was for a variety of projects including capital improvements, road construction, Franc property, etc. Discussion took place regarding BAN's or short/long term financing and Comptroller Robert Kozlowski felt that as long as the interest rate on BAN's stay where they are, we should stick with BAN's. He advised that a recent bidding for engineering services/consultation on the water system has been referred out to the appropriate departments and that work continues on preparations for the South Street pumping station project.

1.) Consideration of recommendation from Board of Selectmen - Planning & Zoning resubdivision stipulation - Open space for Deer Run Estates

Town Counsel Martin Lawlor was present and explained that as part of a Planning & Zoning resubdivision approval for the project known as Deer Run Estates is the stipulation that 25.21 acres be deeded to the Town of Bethel. It was explained that the Planning & Zoning Commission has the jurisdiction over determining whether they wish to accept land or fees in lieu of land, and that the role of the Board of Selectmen and Board of Finance, is perfunctory in nature and must be presented for approval at a Special Town Meeting (which the Board of Selectmen has scheduled for September 17th).

Timothy Draper made a motion, which was seconded by Patricia Smithwick, to approve the Board of Selectmen recommendation on the Planning & Zoning resubdivision approval for the acceptance of 25.21 acres for the project known as Deer Run Estates. Vote, all in favor, motion unanimously approved.

As there was no further business on tonight's agenda, Patricia Smithwick made a motion, which was seconded by Timothy Draper, to adjourn the meeting at 7:36 p.m. Vote, all in favor, motion unanimously approved.

Respectfully submitted,

Wendy Smith

Wendy Smith, Recording Secretary