



# BOARD OF FINANCE

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

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## MINUTES OF REGULAR MEETING

Monday, December 10, 2007

7:30 p.m.

CJH Municipal Center - Meeting Room "A"

**PRESENT:** J. Philip Gallagher, William Britt, Kevin Riley, James Roden, William Slifkin, and John Dietter. Also in attendance was Barry Curina, Comptroller, the Board of Selectmen, William Hagan, Town Attorney and Town Engineer Andrew Morosky.

**CALL TO ORDER:** Kevin Riley called the Board of Finance to order at 7:30 p.m.

**ELECTION OF OFFICERS:** J. Philip Gallagher made a motion, which was seconded by William Britt, to have First Selectman Burke, as ex-officio member of the Board of Finance, conduct the Election of Officers. Vote, all in favor, motion unanimously approved.

**CHAIRMAN:** John Dietter made a motion, which was seconded by James Roden, to nominate J. Philip Gallagher as Chairman.

William Britt made a motion, which was seconded by James Roden, to close nominations. Vote, all in favor, motion unanimously approved.

J. Philip Gallagher was unanimously elected as Chairman of the Board of Finance.

**VICE-CHAIRMAN:** J. Philip Gallagher made a motion, which was seconded by James Roden, to nominate William Slifkin as Vice-Chairman.

Kevin Riley made a motion, which was seconded by John Dietter, to close nominations for Vice-Chairman. Vote, all in favor, motion unanimously approved.

William Slifkin was unanimously elected as Vice-Chairman of the Board of Finance.

**SECRETARY:** J. Philip Gallagher made a motion, which was seconded by Kevin Riley, to nominate William Britt as Secretary.

John Dietter made a motion, which was seconded by William Slifkin, to close nominations. Vote, all in favor, motion unanimously approved.

William Britt was unanimously elected as Secretary for the Board of Finance.

**CORRESPONDENCE:** None that was not already on the agenda.

**PUBLIC COMMENTS:** None

**MINUTES OF NOVEMBER 26, 2007:**

J. Philip Gallagher made a motion, which was seconded by William Britt, to approve the minutes of November 26, 2007 as presented. Vote, all in favor, motion unanimously approved.

**JOINT SESSION WITH THE BOARD OF SELECTMEN - CONSIDERATION OF SOUTH STREET FIREHOUSE PROJECT:**

Town Engineer Andrew Morosky explained the status of the South Street Firehouse Project and the recent rebid, which resulted in bids that exceeded the project funding. He offered that the addition of a generator and its related components, and the sharp increase in the cost of raw materials as well as the general cost of construction and prevailing wages rates as factors for cost overruns. He, as well as the Public Site & Building Committee has recommended the appropriation of additional funds to complete the ADA portion of the project. The firehouse is an emergency shelter and construction costs will continue to escalate.

As this was a joint session with the Board of Selectmen, the Board of Selectmen approved forwarding a recommendation to the Board of Finance to seek an additional appropriation.

John Dietter made a motion, which was seconded by William Britt, to concur with the recommendation from the Board of Selectmen to appropriate an additional amount not to exceed \$550,000 for the completion of the South Street Firehouse Project for ADA. Improvements. Vote, all in favor, motion unanimously approved.

This additional appropriation will be considered at a Special Town Meeting, the date of which will be determined by the Board of Selectmen.

**OLD BUSINESS**

**1.) Year end (Fiscal Year 2007) Transfers / Comptroller's Report**

After discussion of the transfers, William Britt made a motion, which was seconded by Kevin Riley, to approve the transfers as requested by the Comptroller. Vote, all in favor, motion unanimously approved.

Barry Curina discussed the overages in two of the accounts - 420 - Utilities & Other Charges and 460 - Building Maintenance, which was primarily based on the (emergency) need to replace the boilers at Rockwell School. The Board of Selectmen approved a motion which recommended funding the additional appropriation at an amount not to exceed \$100,597, and upon the Board of Finance approval, will establish a date for a Special Town Meeting for consideration of the appropriation.

William Britt made a motion, which was seconded by Kevin Riley, to concur with the Board of Selectmen recommendation to fund the additional appropriation in an amount not to exceed \$100,597 from the unreserved, undesignated fund balance to cover the shortage in Account 420 - Utilities and Other Charges and Account 460 - Board of Education Building Maintenance for Fiscal Year 2006-2007 . Vote, all in favor, motion unanimously approved.

**NEW BUSINESS**

**1.) Discussion regarding Board of Finance role, policies and procedures, including budget preparation, audit/audit sub-committee, etc.**

An informal discussion took place regarding the budgeting process. Mr. Curina advised that budget requests will go out to the departments soon and are due back in January, and then budget books will be prepared and distributed to the Board of Selectmen/Board of Finance members. The joint budget presentations will be scheduled for February.

**2.) Establish 2008 Regular Meeting Schedule**

William Britt made a motion, which was seconded by Kevin Riley, to establish the 2008 Board of Finance Regular Meeting schedule as follows:

Monday, January 14, 2008  
Monday, March 10, 2008  
Monday, May 12, 2008  
Monday, July 14, 2008

Monday, February 11, 2007  
Monday, April 14, 2008  
Monday, June 9, 2008  
Monday, August 11, 2008

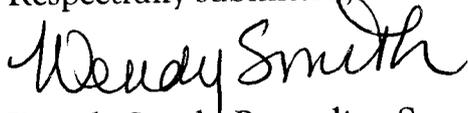
Monday, September 8, 2008  
Monday, November 10, 2008

Tuesday, October 14, 2008  
Monday, December 8, 2008.

All meetings will be held at 7:00 p.m. in the CJH Municipal Center.

**ADJOURN:** As there was no further business, William Britt made a motion, which was seconded by William Slifkin, to adjourn the meeting at 8:30 p.m. Vote, all in favor, motion unanimously approved.

Respectfully submitted,

A handwritten signature in cursive script that reads "Wendy Smith". The signature is written in black ink and is positioned above the typed name.

Wendy Smith, Recording Secretary