

Town of Columbia
Financial Planning and Allocation Commission
Regular Meeting Minutes
Wednesday, October 19, 2016 - 7 pm
Adella G. Urban Administrative Offices Conference Room
323 Route 87, Columbia, CT. 06237

Members Present: Chairman Earnest Sharpe; Vice Chairman Jeff Viens; Judy Ortiz; Kelley Peck; Todd Shepard; Richard Szegda; Dean Toepfer.

Also Present: First Selectman Carmen Vance; Town Administrator Mark Walter; Finance Director Beverly Ciurylo.

1. **Call to Order:** E. Sharpe called the meeting to order at 7 pm.
2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
3. **Audience of Citizens:** None.
4. **Approval of Minutes:**
 - 4.1 **Approval of FiPAC September 21, 2016 Meeting Minutes:** R. Szegda MOVED to approve the FiPAC Meeting Minutes of September 21, 2016. J. Ortiz SECONDED the MOTION and it CARRIED 6:0:1 with J. Viens abstaining.
5. **Correspondence:**
 - 5.1 **Email to E. Sharpe from Superintendent L. Fearon dated 10/12/16 re: non-lapsing account:** E. Sharpe explained that the BOE has requested FiPAC deposit \$100,000 from the 2015-2016 Board of Education operating budget surplus in the newly established, no-lapsing account, versus the original request of \$80,000. B. Ciurylo explained that the increased deposit request is due to unanticipated student outplacement. J. Ortiz MOVED to authorize that FiPAC deposit up to \$100,000 into the non-lapsing account as requested by the BOE. E. Sharpe SECONDED the MOTION and it CARRIED 5.0.
 - 5.2 **Email to E. Sharpe from Superintendent L. Fearon dated 9/30/16 re: FiPAC Resolution:** E. Sharpe confirmed that there is no language in the resolution indicating that this fund has a deadline and will lapse. It is not a recurring fund where the BOE will have to come back to FiPAC each year to re-establish the fund.
 - 5.3 **BOS 9/15/16 Special Meeting Minutes**
 - 5.4 **BOS 9/20/16 Regular Meeting Minutes**
 - 5.5 **BOS 10/4/16 Regular Meeting Minutes**
 - 5.6 **Fiscal Policy 9/14/16 Regular Meeting Minutes**
6. **Old Business:**
 - 6.1 **Capital Project Funding:** M. Walter discussed the creation of a Financial Needs Roundtable. He explained that the BOS supports this idea approved the following Resolution:

***RESOLVED:** That a Financial Needs Roundtable of (9) members, be appointed, for the purpose of researching and analyzing the Town's short and long-term financial needs and infrastructure and to make recommendations on planning for projected expenses, revenues and the structuring of debt and savings.*

The Roundtable shall be composed of:

- *First Selectman Carmen Vance;*
- *Town Administrator Mark Walter;*
- *Chairman of the Financial Planning and Allocation Committee Earnest Sharpe;*
- *Superintendent of Schools Laurence Fearon;*
- *Public Works Director George Murphy;*
- *Finance Director Beverly Ciurylo;*
- *Fire Chief Peter Starkel;*
- *Chairman of Open Space Ann Dunnack;*
- *Director of Parks and Recreation Marc Volza.*

The Town Administrator shall Chair the Roundtable. The Roundtable shall meet semi-annually or as needed. The Roundtable shall invite advisory participants to their meetings as needed.

The Roundtable shall make recommendations to the Board of Selectmen for short and long-term needs and requirements and corresponding economic and taxpayer impacts.

FiPAC members expressed they feel the creation of the Roundtable is an excellent idea.

7. New Business:

7.1 Library Project Funding: E. Sharpe stated that when the budget was set last year FiPAC was told that the town anticipated that there would be a major surplus from the library project. This was not the case and the project came in much higher than expected. \$60,000 had to be taken from Contingency for the Library Project. B. Ciurylo stated that she is not sure if there will be costs required but will know by the end of the month.

7.2 Transfers: None.

8. Next Meeting: The next meeting is scheduled for Wednesday, November 16, 2016 at 7 pm.

T. Shepard reviewed the meeting notes from the September 23, 2016 meeting at the Connecticut State Department of Education (CSDE) office. M. Walter, L. Fearon and T. Shepard will continue to follow up on the issue of MBR. T. Shepard will follow up with a thank you letter to those who participated in this meeting.

9. Adjournment: T. Shepard MOVED to ADJOURN at 7:41 pm and the MOTION CARRIED UNANIMOUSLY.

Respectfully submitted by Kimberly A. Bona