

Town of Columbia
FISCAL POLICY BOARD
Regular Meeting Minutes
December 8, 2009

8:30 A.M.

Horace W. Porter School Conference Room

Members Present: Carmen Vance-First Selectman, Jonathan Luiz-Town Administrator, Francine Coss-Superintendent, Earnest Sharpe-FIPAC Chairman, Bev Ciurylo-Interim Fiscal Manager, Paula Belekewicz-Board of Education Member

Others Present: William Mulcahy-Board of Education Member

Staff Present: Karen Johnson-Superintendent's Secretary

I. Call to Order

Bev Ciurylo called the December 8, 2009 Fiscal Policy Board meeting to order at 8:30 a.m.

II. Approve Regular Minutes of November 10, 2009

J. Luiz **MOVED** and E. Sharpe **SECONDED** to approve the November 10, 2009 regular meeting minutes with the following correction: Add Paula Belekewicz-Board of Education Member to Others Present.

MOTION CARRIES: 3-0-3

J. Luiz, F. Coss, E. Sharpe VOTED FOR THE MOTION

C. Vance, B. Ciurylo, P. Belekewicz ABSTAINED

III. Correspondence

A. Approved 2010 Fiscal Policy Board Regular Meeting Dates

J. Luiz **MOVED** and F. Coss **SECONDED** to amend the already approved 2010 Fiscal Policy Meeting Dates by changing each monthly meeting to the second Wednesday of every month at 8:30 a.m.

MOTION CARRIES: 6-0

IV. Old Business

A. BMSI Access – Mrs. Coss informed the Board that instructions for accessing BMSI "Read Only" have been sent. The Superintendent will be able to create reports in a read only format.

V. New Business

A. Board of Education Designee and Authority – Mrs. Coss reported Board of Education Chairperson, Mr. Nelson Petrone, appointed Mrs. Paula Belekewicz as Fiscal Policy Board of Ed Designee and Mr. William Mulcahy as Fiscal Policy Board Designee Alternate with full voting rights at the 12/7/09 Board of Ed meeting.

B. Board of Education Budget Comparison – Mrs. Coss thanked Mrs. Ciurylo and the finance office for giving a great deal of time and attention to Board of Education budget and district financial issues. Mrs. Coss would like future budget reports to reflect forecasting and spending. Board members discussed major spending for forecasting, monthly reporting for spending and transfers per department, line item projections, department projections, and year-to-date spending.

C. 2010-2011 Board of Education Budget Calendar – Mr. Sharpe asked if a joint meeting with FIPAC, BOS, and BOE should be scheduled this budget season. Mrs. Belekewicz said the BOE is open to this idea. Public budget input will be sought at the 1/4/10 BOE meeting. Mr. Luiz would like to discuss revenue, spending approaches and the proposed budget increase at the tri-board meeting. Those present agreed to schedule a meeting in January after the second fiscal quarter.

VI. Fiscal Department

A. CIRMA Audit – This audit has been finalized.

B. Annual Audit – A January 31 extension has been granted and the finance office is getting ready for this audit.

C. ED001 – Mrs. Ciurylo reported the ED001 has been finalized and certified at the state level.

Mr. Sharpe asked for an update on the hiring of finance department staff. Mr. Luiz reviewed the current number of staff and the department's anticipated hiring schedule.

VII. Audience

VIII. Other

A. School Sidewalk Project and Carpet Project – Mrs. Coss thanked Mr. Luiz and the Town’s DPW crew for their effort and work on these projects.

IX. Adjournment

E Sharpe **MOVED** and P. Belekewicz **SECONDED** to adjourn the meeting at 9:55 a.m.

MOTION CARRIES: 6-0

Respectfully submitted,

Karen Johnson, Superintendent’s Secretary