

Town of Columbia
Financial Planning and Allocation Commission
Regular Meeting Minutes
Wednesday, February 19, 2014 - 7:00 pm.
Adella G. Urban Administrative Offices Conference Room
323 Route 87, Columbia, CT. 06237

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

Also Present: Town Administrator Jonathan Luiz.

1. **Call to Order:** E. Sharpe called the meeting to order at 7:00 pm.
2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
3. **Approval of Minutes**
 - 3.1 **Approval of FiPAC January 15, 2014 Special Meeting Minutes:** J. Viens MOVED to approve the FiPAC Meeting Minutes of January 15, 2014. T. Shepard SECONDED the MOTION and it CARRIED 5:0:1 with R. Szegda abstaining.
4. **Welcome new member Richard Szegda:** The Commission welcomed R. Szegda to FiPAC.
5. **Correspondence**
 - 5.1 **BOS Special Meeting Minutes of 1/22/14**
 - 5.2 **BOS Public Hearing Minutes of 2/4/14**
 - 5.3 **BOS Special Meeting Minutes of 2/4/14**
 - 5.4 **BOE Special Meeting Minutes of 1/13/14**
 - 5.5 **Fiscal Policy Meeting Minutes of 12/11/13**
 - 5.6 **Fiscal Policy Meeting Minutes of 1/15/14**
6. **Old Business**
 - 6.1 **MBR update:** J. Ortiz and J. Viens expressed their understanding of the Board of Education's tentative plans to spend the \$253,235 Fiscal Year 2013-2014 additional appropriation from the town. Discussion followed.
 - 6.2 **Current Year Budget:** J. Luiz stated that the Commission will receive budget documents that will include projected revenues and expenditures for FY '13-'14.
 - 6.3 **School Security Update:** J. Luiz stated that he does not believe there has been a change in the plan for security within the past month or so.
 - 6.4 **Proposed Library Renovation/Expansion Project:** J. Luiz told FiPAC that he believes the BOS plan on voting to hold a referendum on the Library Renovation/Expansion Project at its March 4, 2014 meeting. He stated that the BOS may vote to set the date for the referendum on April 8, 2014, and that there will likely be a Town Meeting scheduled on March 27, 2014 or the purposes of discussing the project and finances. E. Sharpe pointed out that these dates overlap with the budget process and expressed concern with the timing. Discussion followed about the cost of the library project.

J. Luiz explained that the town has received a promise from the State Library for a reimbursement grant totaling one million dollars. Discussion followed.

7. **New Business**

7.1 Transfers: J. Ortiz MOVED to approve the following transfers:

Amount	From A/C #	To A/C #
\$1,000	10-4800-900, Contingency	10-4133-500, Prof/Tech
\$1,000	10-4800-900, Contingency	10-4115-240, Fuel

E. Sharpe SECONDED the MOTION and it CARRIED 6:0.

7.2 General Discussion – Budget/Financial Overview: The Commission discussed STEAP, TAR and LoCIP grants. E. Sharpe asked whether or not the town needs to be aggressive in obtaining these funds from the state in case the state gets in a troubled financial situation. Discussion followed. E. Sharpe stated it is important to maintain a healthy Undesignated Fund Balance (UFB) and be aware of the tax rate while putting together the FY '14-'15 budget. Discussion followed. J. Luiz pointed out that there will be a spike in the operating budget revenue for FY '14-'15 due to a one time revenue windfall from the state in consideration of the school roof replacement project and that it is important to remember that it is a *one-time only* appropriation. E. Sharpe reminded J. Luiz to consider an alternate location for the March 12, 2014 budget presentation to ensure there is enough room for those who attend.

8. **Next Meeting:** The next FiPAC special meeting is scheduled for Wednesday, March 12, 2014 at 7:00 pm. The Town and BOE will present their budgets to FiPAC at this meeting.

9. **Adjournment:** J. Ortiz MOVED to adjourn at 8:19 pm and the MOTION CARRIED UNANIMOUSLY.

Respectfully submitted by Kimberly A. Bona