



**TOWN OF COLUMBIA
Fiscal Policy Board
Meeting Minutes
June 13, 2018
Horace W. Porter School Conference Room**

Members Present: Beverly Ciurylo-Finance Director, Ernie Sharpe-FIPAC Chairman, Mark Walter-Town Administrator

Absent: Christopher Lent-Board of Education Chairman, Lol Fearon-Superintendent, Steven Everett-First Selectman

1. Call to Order – Chairperson B. Ciurylo called the meeting to order at 8:30 a.m.
2. Approve Regular Meeting Minutes of April 11, 2018
The minutes of April 11, 2018 were tabled due to lack of a quorum.
3. Correspondence - no correspondence was received.
4. Old Business:
 - A) 2017-2018 Year to Date – Mrs. Ciurylo reported property tax collections have been well received at 97% noting collection of delinquent taxes was well received. A tax sale was held which included approximately 10 properties.

The State closed out the School Construction Grant and the Town received a lump sum payment of \$27,497.14. The State recently notified the Town requesting a return of \$27,318. due to revisions to the Excess Cost Grant resulting in an overpayment to the Town. The revision was due to students aging out of their programs.

The Board of Selectman's budget has a balance remaining of approximately \$454,573 with 2 payrolls remaining to be processed as well as year end invoices that need to be paid. There are currently no lines in deficit and bond payment has been paid for this year.

The Capital Reserve Fund included 3 transfers involving 2 Town meetings: Beach Renovation for \$5,583 (from Contingency), the Moors Indian School for \$25,000 (from the General Fund) and Flanders River Road Bridge for \$35,215 (from the General Fund).

A balance in the contingency fund is \$20,519 which should be returned to the General Fund at year end.

Mrs. Ciurylo reported the Columbia School Expenditure report shows a \$53,512. Balance. Fiscal Policy Board members reviewed an email from Superintendent Fearon which suggested adding the remaining funds to the non-lapsing account.

Mr. Walter and Mr. Sharpe are interested in discussing forecasting of the MBR at a future meeting.

5. New Business

- A) School Construction Grant – discussed earlier in the meeting.
- B) Cabling Project – The project is moving forward and the school received the E-Rate approval.
- C) LED Project – The loan for the project was approved and the project is projected to begin in mid-July and be completed prior to the start of school.
- D) Solar Project – The solar project was slightly downsized due to structural issues at the school. The reduction will result in a cut of approximately 100,000 KW hours. The cost of the project was decreased by approximately \$50,000.
- E) School Summer Projects – Several summer projects are planned including repairs/replacement of windows, carpet and ceiling tiles. A dent in the siding will be repaired and the missing flashing on the roof will be installed. B. Ciurylo suggested that the Town may want to check with the Town attorney to see if the Town has any recourse for the flashing not being originally installed per the original contract.
- F) Closed out Village Hill Bridge Project – Mrs. Ciurylo noted the Village Hill project closed in 2003. The Town received an invoice from the State for \$900. Lebanon would share a portion of the cost. The fee is the result of not pursuing disadvantaged business enterprises at the time of the project.
- G) Excess Cost Reimbursement – Mrs. Ciurylo reported that the State sent an invoice for the reimbursement of approximately \$27,000 for an overpayment in the Excess Cost grant. She contacted the State for clarification but a clear answer was not provided. The State did note that the adjustment was due to a change in the special education costs reported in March; such as, students aging out or leaving special education programs.

6. Finance Department

- A) Uniform Chart of Account and Education Financial System (EFS) Mrs. Ciurylo reported the Town accounts were updated in the portal last year and the school side of reporting is in the process of being updated.

A grant to update/repair neglected cemeteries in the amount of \$2,000 has been applied for. The grant can be used to cover work such as tree removal, up-righting stones and general grounds maintenance. The work will either be contracted out or completed by Town employees in overtime.

Mr. Sharpe asked for an update on the salt shed project. Mr. Walter said the project will be going out to bid with engineering firms to see what they recommend. Scheduling of the work involves a domino process moving equipment from the old salt shed to the old Fire House, then to the new salt shed.

7. Audience – no comments were received.

8. Adjournment – The meeting was unanimously adjourned at 9:05 a.m.

Respectfully Submitted,

Brenda Morey, Clerk