

**Town of Columbia**  
**Financial Planning and Allocation Commission**  
**Regular Meeting Minutes**  
**Wednesday, June 21, 2017 – 7 pm**  
**Adella G. Urban Administrative Offices Conference Room**  
**323 Route 87, Columbia, CT. 06237**

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

**Also Present:** 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 **FIPAC Special Meeting minutes of May 16, 2017:** J. Ortiz MOVED to approve the minutes of May 16, 2017. R. Szegda SECONDED the MOTION and it CARRIED 6:0.
5. **Correspondence:** None.
6. **Old Business:** None.
7. **New Business:**
  - 7.1 **2016-17 Projections:** B. Ciurylo reviewed the projected year-end figures for the town. She explained that at this time, she anticipates a surplus in town revenue of approximately \$200,000. Most of the surplus is coming from property tax revenue. The property tax collection rate as of the FIPAC meeting was 98.0%. Shortfalls in other revenue lines; including the intergovernmental revenues, were made up from the STEAP Grants and the Library State Grant which were recognized this fiscal year due to the Pucker Street Bridge Project and the Library Expansion Project. Also, interest on the Short Term Investment Funds through the state were above budget due to an increase in the interest rate this fiscal year. Pending any further year end postings, the revenue surplus will go back into the General Fund. B. Ciurylo also reviewed the town expenditures and reported also a surplus; possibly \$290,000. There are numerous year end billing that is pending including one and a half payrolls as well as the annual State Trooper billing. The year-end billing will impact the projected expenditure surplus. B. Ciurylo also gave a report on the capital spending and that the capital fund is in good shape for next year. B. Ciurylo reviewed projected year-end figures for the BOE. She explained that currently there is a possible \$50,000 surplus due to changes in healthcare enrollment, curriculum hours not being used, maintenance projects being delayed as well as changes in special ed costs. Year end payroll as well

as final special education tuition and transportation billings still need to be finalized and posted. She stated that the BOE has not decided yet on whether all will go back to the Town's General Fund or whether they may request some of the funds be added to the non-lapsing account. B. Ciurylo finished by reviewing the BOE Grants and mentioned that all the BOE Grant funds were spent this year with no funds being returned to the State.

**7.2 State Budget Update:** There is still no state budget.

**7.3 Long Range Financial Modeling:** E. Sharpe would like FiPAC to be prepared for next year's budget season. He feels it may be worthwhile to create "worst case scenarios" that FiPAC can work with in preparation of what may lie ahead for next year's budget. K. Peck agreed that it would be very helpful to have some models and scenarios to refer to when planning the 2018-2019 budget. FiPAC concurred. E. Sharpe will begin putting something together for FiPAC to review and work with. M. Walter stated that he will be re-energizing the Long Range Planning Roundtable which will dovetail with the financial projection scenarios that E. Sharpe suggested.

**7.4 Transfers:** J. Ortiz MOVED to approve the following transfers:

<b>TRANSFER # / AMOUNT</b>	<b>FROM A/C #, DESCRIPTION</b>	<b>TO A/C #, DESCRIPTION</b>
2017-051 / \$1,500	10-4510-500, PZC Prof/Tech.	10-4510-130, PZC Legal Notices
2017-052 / \$500	10-4420-500, Transfer Station Prof/Tech.	10-4420-011, Transfer Station Salaries OT
2017-053 / \$750	10-4410-011, DPW Salaries OT	10-4410-300, DWP Supplies
2017-053 / \$1,800	10-4410-011, DPW Salaries OT	10-4410-600, DPW Rep/Maint.
2015-053 / \$300 <b>TOTAL: \$2,850</b>	10-4410-011, DPW Salaries OT	10-4410-630, DPW Rentals
2017-055 / \$500	10-4250-240, CONA Fuel	10-4112-240, Admin Fuel
2017-055 / \$600	10-250-240, CONA Fuel	10-4115-240, Old CVFD Fuel
2017-055 / \$275 <b>TOTAL: \$1,375</b>	10-4250-240, CONA Fuel	10-4640-240, Beach Services Fuel
2017-058 / \$608	10-4112-020, Admin Payroll Taxes	10-4110-130, Town Meeting Legal Notices
2017-061 / \$1,100	10-4520-500, IWWC Prof/Tech	10-4520-010, IWWC Salaries
2017-061 / \$150 <b>TOTAL: \$1,250</b>	10-4520-720, IWWC Prof Dues	10-4520-010, IWWC Salaries

MOTION CARRIED 6:0.

**8. Next Meeting:** The next meeting is scheduled for Wednesday, July 19, 2017 at 7 pm.

**9. Adjournment:** T. Shepard MOVED to ADJOURN at 7:49 pm and the MOTION CARRIED UNANIMOUSLY.

Respectfully submitted by Kimberly A. Bona

