

Town of Columbia
Financial Planning and Allocation Commission
Regular Meeting Minutes
Wednesday, June 20, 2018
Adella G. Urban Administrative Offices Conference Room
323 Route 87, Columbia, CT. 06237

Members Present: Chairman, Earnest Sharpe; Vice Chairman, Jeff Viens; Kelley Peck; Todd Shepard; Dean Toepfer.

Members Absent: Judy Ortiz; Richard Szegda.

Also Present: Town Administrator, Mark Walter; Finance Director, Beverly Ciurylo.

1. **Call to Order:** E. Sharpe called the meeting to order at 7:01 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 15, 2018.** K. Peck MOVED to approve the FiPAC Special Meeting Minutes of May 15, 2018. E. Sharpe SECONDED, and the MOTION CARRIED 4:0 with D. Toepfer abstaining.
5. **Correspondence:**
 - 5.1. **Minutes from BOS Meeting 5/15/18, Annual Budget Meeting 5/15/18 and Special Town Meeting Minutes 6/5/18.**
6. **Old Business:** None.
7. **New Business:**
 - 7.1. **17/18 Budget Update.** B. Ciurylo provided year end updates. She stated that there is approximately a revenue surplus of \$96,000. Property tax is above normal at 98% collection which is mostly attributed to the tax sale that was held this spring. The State of Connecticut short-term investments has been doing well and have received over \$70,000 above budget in interest for 17/18. The Town received a lump sum payment of approximately \$27,000 from the state to close out the school construction grant; however, the Town had to return \$27,000 to the state for an overpayment of the Special Ed Excess Cost Grant due to changes in the special education cost that were reported by the BOE after the state had processed the grant payment. As for the Town 17/18 expenditures, the line items are doing quite well. The departments are coming in under budget. There have been transfers, but those have been covered within the department's budget or another line within the operating budget. B. Ciurylo noted a few lines that are underbudget: Pension expense - \$50,000 due to the state not pushing town to

cover teacher pensions, Group Insurance – approximately \$25,000 for additional enrollments budgeted but not used by staff. Salaries are coming in at budget or under and the State Trooper line – approximately \$18,000 due to the state invoicing less than budget. B. Ciurylo noted that end of year invoicing, two payrolls still needed to be processed and year-end balancing still needed to be done. Therefore, the surplus showing on the expenditure report will change. B. Ciurylo also reported on the 17/18 Capital. She mentioned that there had been a Town Meeting for a General Fund transfer to cover the costs above budget for the Beach Renovation project (\$5,583) and to cover the additional unanticipated costs of the Flanders River Bridge project (\$35,215). Pucker Street is still pending due to the State. B. Ciurylo mentioned that there was still \$20,519 left in Contingency and it is anticipated that this amount will be returned to the General Fund at year end. She added that the Board of Education has \$53,000 in available funds as of June 1, 2018 and this is also pending end of year payroll and invoicing as well as year end balancing of accounts.

7.2. 17/18 BOE Budget and Non-Lapsing Account: An email from Laurence Fearon, Superintendent of Schools was shared by B. Ciurylo. It stated that the BOE is anticipating a balance of approximately \$53,000 for the 2017/18 budget. The BOE has not reconciled all tuition and transportation payments because they are still waiting for bills to come in from outside vendors and the high schools. Medical leaves and the addition of a fourth-grade teacher were able to be covered within the approved budget. The BOE had offered the Early Retirement Incentive at a total of cost of \$30,000 and four teachers took advantage of the incentive, which helped to reduce salary costs for 18/19. The budget is balanced and by July 1st, they should have a clearer idea of what might be returning to the town. The BOE is interested in adding to the non-lapsing account if possible. B. Ciurylo also mentioned that based on the BOE Expenditure Report that she presented that the non-tuition lines are negative and need to be balanced out by using unused funds from the tuition lines. She mentioned this due to the agreement between the Town and the BOE for the BOE to return all unused tuition funds back to the Town. After a brief discussion, it was the consensus of FiPAC to let the BOE balance out the budget lines with available funds from the tuition lines. B. Ciurylo followed up on L. Fearon's email regarding the BOE's interest in having some 17/18 available funds contributed to the BOE Nonlapsing account. Discussion followed and it was the consensus that FiPAC was not in favor of this request if the BOE may be receiving an additional appropriation in the 18/19 fiscal year. Discussion continued on the Minimum Budget Requirement process and how it will affect the town. E. Sharpe requested that M. Walter contacted legislative officials. M. Walter said that he will pursue options with CCM and Cathy Osten about MBR appropriations.

7.3. Update on Town Projects: M. Walter updated FiPAC on current projects. The first project is the new Porter School PV Solar Array project with Greenskies.

Greenskies hired a 3rd party electrical and structural firm to review the Porter School and found that a portion of the roof (above the cafeteria) could not structurally support the solar panels especially if there is an extreme snow load on top. They also reduced the size of the solar array to meet load limits of the electrical system. There is another portion of the building that would require upgrades to the electrical box and it was felt that this was not economically feasible at this time. With the revised solar design and LED lighting project this summer, both projects will provide a 74% electricity offset over time.

M. Walter explained that we are refunding taxes to CT Solar Lease II, LLC for \$2,182.37. The refund is due to a tax assessment appeal that was resolved by a stipulated judgement.

M. Walter explained that Public Works is purchasing a used paver box that is in very good condition. The paver allows Public Works the ability to do their own small paving jobs without having to call in a paving company and it also reduces the need to borrow paving equipment from other towns. In addition, the paver box can lay down ground-up asphalt or stone dust to make walking trails.

8. Transfers: T. Sheppard MOVED to Approve the following transfers:

TRANSFER # / AMOUNT	FROM A/C# / DESCRIPTION	TO A/C# / DESCRIPTION
#049 / 650.00	10-4112-040 / Group Insurance	10-4112-230 / Electricity
#050 / \$534.00	10-4310-500 / Prof/Tech	10-4130-600 / Repairs/Maintenance
#051 / \$666.00	10-4112-040 / Group Insurance	10-4320-500 / Prof/Tech
#054 / \$1,350.00	10-4520-130 / Legal Notices	10-4520-010 / Salaries
#055 / \$400.00	10-4630-110 / Postage	10-4630-500 / Prof/Tech
\$391.00	10-4630-300 / General/Supplies	
TOTAL:\$3,991.00		

J. Viens SECONDED the MOTION and it CARRIED 5:0.

9. Next Meeting: The next meeting is scheduled for Wednesday, July 18, 2018 at 7:00 pm.

10. Adjournment: J. Viens MOVED to Adjourn at 7:47 pm.

Respectfully submitted by Jennifer C. LaVoie