

- PRESENT** Chairman John W. Sheehan, George Peteros, Ronald Fedor, Alan Wilensky,  
Rosalyn Dupuis
- ABSENT** Cheryl Larder, Kenneth Brown
- OFFICIALS** First Selectman Daniel Steward
- ALSO** Bernard Pisacich, Town Treasurer; Dr. Randall Collins, Superintendent of Schools;
- STAFF** Ruth Beers, Finance Director; Yvette M. Pier, Secretary

Chairman Sheehan called the meeting to order at 7:00 pm.

He welcomed members-elect G. Brian Vachris and Norman Glidden

**ITEM 1** Approval and acceptance of minutes of:  
Regular Meeting on October 14, 2009

**MOTION** That Item 9 read ‘Mr. Peteros attended the Long Range Fiscal Planning Committee meeting on September 17 and he gave an update of FY11-FY15 projecting taxing impacts. As a basis for Long Range Planning, based on approved FY10 budget, Town @ 2%, Board of Education @ 3%, and reduce Capital and Non-recurring by \$2,000,000 as needed to soften the taxing increase’, and to accept the minutes as amended.

Wilensky, Dupuis

Yes: Wilensky, Dupuis, Sheehan, Peteros

Abstain: Fedor

**ITEM 2** Public Comment - none

**ITEM 3** Request from Board of Police Commissioners for an additional appropriation of \$30,000 to LI 10229-53260 Animal Control Supplies

**MOTION** To consider this request.

Fedor, Dupuis

The Board was informed that Chief Pendleton was out of town and requested that this item be tabled until the December meeting.

**MOTION** To table this item.

Peteros, Fedor

Unanimous

**ITEM 4** Remove from table Discussion of Board of Finance FY 2010/11 budget guidelines

**MOTION** To remove from the table.

Fedor, Dupuis

Unanimous

**ITEM 5** Discussion of Board of Finance FY 2010/11 budget guidelines based upon the Long Range Fiscal Planning Committee Analysis

Discussion included Mr. Wilensky’s proposed simplified version of the guidelines. Mr. Sheehan proposed the addition of two subparagraphs – 16a and 16b – that the Utility Commission provide current and projected budgets for the Enterprise Fund. He also proposed that the Fire Commission obtain the latest audit report, current budget, and projected budget from the Waterford Ambulance Association.

**MOTION** To approve the guidelines as amended.

Sheehan, Peteros

Unanimous

**ITEM 6** Review and approval of Board of Finance meeting schedule for 2010

**MOTION** To approve the meeting schedule for 2010.

Fedor, Dupuis

Unanimous

**ITEM 7** New Business – none

**ITEM 8** Liaison Reports

Mr. Peteros reported that the Ad Hoc Fleet Sizing and Utilization Committee met November 10 to review the consultant's draft report. A final report will be issued next week after requested changes have been made, and distributed to affected department heads as well as the Fire Departments at a meeting called by the First Selectman. The consultant will review the report at this meeting to answer questions. The committee will then meet to accept the report and forward it for adoption with an action plan to the Board of Selectmen, Board of Finance, and the RTM.

Mr. Fedor reported that the Fire Commission met and discussed expected savings in utility as a result of new insulation and windows at various fire houses. They hope to send the Volunteer Tax Abatement Program to the Board of Finance for the next meeting agenda.

Chairman Sheehan read the following:

**Board of Finance Accomplishments 2008-2009**

Since this is my last full meeting as Chairman of the Waterford Board of Finance, I want to take advantage of the opportunity to look back on the Board's accomplishments in the preceding two years.

1. Board was strict and fair in its budget reviews. The RTM reduced the BOF proposed FY09 budget by only \$80,399 (vehicle equipment in Police budget since BOF had cut the vehicles and the Old Mill Bridge repairs because it was to be funded in FY08 from the undesignated fund balance of the CNR) and made no reductions in the FY10 budget.
2. Kept Mill Rate constant between FY 2009 and FY 2010.
3. Established a Policy to Guide the Long Range Financial Planning Committee.
4. Established an Unreserved Fund Balance Policy.
5. Established an Investment Policy for the Town funds.
6. Established the Ad Hoc Committee on Fleet Sizing and Utilization which is in the final review of a "Report on Fleet Sizing and Utilization Study" that will be available for the FY 2011 budget process.
7. Through the cooperation of the Town's Volunteer Fire Departments, the Board was able to improve the control of the Fire Service expenditures.
8. Approved the funding and bonding authorization for construction of a new high school, completing the rebuilding of all of Waterford's schools.

In the past two years, the Board of Finance has acted in a bipartisan manner in nearly all its actions. I want to thank all of the members of the Board of Finance for their cooperation and assistance in the past two years. In particular, I would like to thank Ken Brown for his eight years of service to Waterford and Cheryl Larder for her nearly eight years of service. Their counsel will be missed by this Board and I wish them much future success.

Many thanks to the Director of Finance, Ruth Beers, for her assistance and wise counsel to the Board and myself in the past two years. Her professional approach and knowledge of Town finances, especially in planning the roll out of the school projects, has saved the taxpayers significant dollars and helped to make this board look very good.

Thanks are also in order to the Board's Secretary, Yvette Pier, who writes the first draft of the agenda and the minutes. She also is very good at drafting letters when the Board of Finance decides that the Chairman should send out some correspondence. Her institutional memory is a great asset to the Board of Finance. I want to especially thank her for putting up with my foibles and special requests over the past two years.

It has been an honor and a privilege to lead this body for the past two years. The next two years will be very challenging and I look forward to helping the new majority meet those challenges.

**ITEM 9** Correspondence

October 28, 2009 Letter from Finance Director Beers regarding Community Use of Schools Formula-Based Budget Analysis for Fiscal Year 2011

October 27, 2009 Letter from Superintendent of Schools Collins regarding FY2009-2010 State Fiscal Stabilization Funds (SFSF) under the American Recovery and Reinvestment Act of 2009 (ARRA)

October 28, 2009 Status of General Fund Unreserved Balance from Town Accountant

October 13, 2009 Letter from Superintendent of Schools Collins regarding custodial coverage on holidays

**ITEM 10** Adjournment

MOTION To adjourn at 7:35 pm.  
Fedor, Dupuis

Unanimous

Prepared and submitted by,

Yvette M. Pier, Secretary