



BOARD OF FINANCE

Clifford J. Hurgin Municipal Center, 1 School Street
Bethel, Connecticut 06801 Telephone: (203) 794-8501

MINUTES OF REGULAR MEETING

Tuesday, November 10, 2015

7:00 p.m.

CJH Municipal Center - Meeting Room "A"

PRESENT: Bruce Cornwell, Chairman, William Kingston, Patricia Smithwick, Eileen Freebairn, Claudia Stephan and Gary Regan. Timothy Draper was absent. Also in attendance were First Selectman Matthew Knickerbocker, Comptroller Robert Kozlowski and Assistant Comptroller Brad Heering.

Call to order/Pledge of Allegiance: Bruce Cornwell called the Regular Meeting to order at 7:00 p.m. and recognized veterans and their service.

Public Comments: None

Minutes of September 8, 2015 Regular Meeting: Eileen Freebairn made a motion, which was seconded by William Kingston, to approve the minutes as presented. Vote, all in favor, motion approved unanimously.

Minutes of October 13, 2015 Regular Meeting: William Kingston requested that minutes reflect the topic, if someone speaks, under public comments. William Kingston made a motion, which was seconded by Patricia Smithwick to approve minutes. Vote, all in favor, motion unanimously approved.

Comptroller Report: Comptroller Robert Kozlowski gave an overview of the finances and year end transfers. (See Attachment)

Claudia Stephan made a motion, which was seconded by Patricia Smithwick to approve the 2014-2015 year end payroll transfers. Vote, all in favor, motion approved unanimously.

New Business:

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TOWN OF BETHEL
TOWN CLERK

Consideration of Annual Review- Tax Relief for Elderly: Ann Scacco presented the Qualifying Income Program for 2015 and shared the number of participants; she noted this is the lowest it has been since 2008.

Patricia Smithwick made a motion, which was seconded by, Claudia Stephan to approve the new rates for the Qualifying Income-Program Year 2015. Vote, all in favor, motion approved unanimously.

Update from Board of Education- Unexpended Funds Account: Larry Craybas, Board of Education Chairman & Terry Yonsky, Director of Fiscal Services presented information on the fiscal year 2014-2015 transfer and purchases and the Unexpended Funds Account. Mrs. Yonsky explained the final budget transfers and purchases were made as directed by the Board of Education. She gave an overview of the budget transfers for the year, explaining that \$175,381.00 was approved by the Board of Education to be transferred in the Unexpended Funds Account and approximately \$58,000.00 will be returned to the Town of Bethel.

Mrs. Yonsky explained that \$175,381.00 is less than one percent of the Board of Education budget.

Patricia Smithwick made a motion, which was seconded by, William Kingston to accept the transfer of \$175,381.00 to the Board of Education Unexpended Funds Account. Vote, all in favor, motion approved unanimously.

Eileen Freebairn and Claudia Stephen were acknowledged for the time and dedication they had served on the Board of Finance and Matthew Knickerbocker shared that the swearing in ceremony would be on December 7, 2015. Bruce Cornwell said that the next Board of Finance meeting would be December 8, 2015.

As there was no further business on tonight's agenda, William Kingston made a motion, which was seconded by Patricia Smithwick, to adjourn the meeting at 7:50 p.m. Vote, all in favor, motion unanimously approved.

Respectfully submitted,



Dionne Craig, Recording Secretary

TO: BOARD OF FINANCE
 FROM: ROBERT V. KOZLOWSKI, COMPTROLLER
 DATE: November 10, 2015
 SUBJECT: YEAR END TRANSFERS

Please consider for approval the following FY 2014-2015 year end payroll transfers

	<u>DEBIT</u>	<u>CREDIT</u>
First Selectman	3,328.54	
Treasurer	-	
Finance Department	19,270.30	
Town Clerk	-	2,697.33
Tax Assessor	2,909.97	
Tax Collector	2,184.79	
IT Department	6,047.07	
Planning & Zoning	2,582.68	
Registrar of Voters	2,874.78	
Boards & Commissions	-	3,917.08
Emergency Management	200.70	
Fire Marshal	-	3,728.18
Fleet Maintenance	16,709.27	
Public Works	-	30,794.05
Highway	48,887.53	
Building Maintenance	13,235.64	
Park & Recreation	32,157.66	
Senior Center	5,615.18	
Misc Charges & Transfers	-	
Police Department	241,031.97	
Building & Inspection	-	4,776.07
Social Service	952.10	
Health Department		27,487.80
Library	-	705.02
Contingency		323,882.65
	<u>397,988.18</u>	<u>397,988.18</u>