

July 25, 2018

BOARD OF FINANCE
TOWN OF SOUTHTON
July 25, 2018

The Board of Finance of the Town of Southington held a Meeting on Wednesday, July 25, 2018 at the Town Hall Council Chambers, 75 Main Street, Southington, CT. John Leary, Chair, called the meeting to order at 7:02 o'clock, p.m.

Appropriations from Contingency Account:

Approved to date (General Contingency).....	\$ 579,323
Approved to date (Fire Overtime).....	500,000
Approved to date (\$3m Contingency).....	3,000,000

Approved this meeting (General Contingency).....	22,000
Approved this meeting (Fire Overtime).....	0
Approved this meeting (\$3 M Contingency).....	0
Total Appropriations.....	\$4,101,323

Appropriations with Revenue Offsets:

Approved to date.....	\$3,359,445
Approved this meeting.....	353,284
Total Appropriations.....	\$3,712,729

The following board members were present:

John Leary, Edward Pocock, Jr., Tony Morrison & Susan Zoni

Staff: Mark Sciota, Town Manager
Emilia Portelinha, Director of Finance

Absent: Joseph Labieniec & Kevin Beaudoin, BOF members

A quorum was determined.

The Pledge of Allegiance to the American Flag was recited by everyone in attendance.

III. Public Hearing Items

None this evening.

IV. Old Business

1. Approval of Minutes of June 13, 2018 meeting

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Mr. Pocock made a motion to approve the Minutes as presented. Mrs. Zoni seconded. Motion passed unanimously on a voice vote.

New Business

V. Assess current financial state of the town

Ms. Portelinha explained the old year has not closed, yet. We are still doing old year check runs and accruing revenues, obviously, including tax collection. We still have quite a bit to do but I can give you an estimate.

We basically run another month for expenditures. We are looking at July to see what we should have accrued in June. The whole month of July would be that.

It doesn't perfectly end on June 30th. There are times when grants and revenues don't come in by the 30th, but we have to account for them back in the old year.

The taxes are accounted for. The number that you have there is the cash collections. We have back out last year's sixty days and put in this year's sixty days plus sometimes we have overpayments we have to account for, as well.

There is a lot of adjusting at the end of the year that is not accounted for here.

1. Review revenues vs budget

Looking at the revenue report, Ms. Portelinha skipped over the property tax revenue although it does show at \$1.1 million right now. We basically had individuals who paid before December to benefit because of the federal tax changes. Now we've been returning funds through certificates of correction but they still have to sign the forms and have them returned. We did get money in faster than we thought we would, but now we're trying to even things out.

Prior year's taxes and the interest on taxes we're looking at \$340,000 over budget. The tax sales really benefit in getting individuals out to pay their taxes.

Mr. Sciota explained we have a larger number that we start off with on Marshal Tax Sales. As we get closer to the tax sale date which is in September, people scramble and make the payments. They want to get off that list and do not want their property to be foreclosed on.

Ms. Portelinha continued building revenues came in \$80,000 higher than anticipated. Interest on investments, we did very well with the change in the interest rates, \$590,000 above budget.

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Our state grants, although the overall says we are about \$757,000 under budget, it is actually \$948,000. We have to make some adjustments.

The town clerk fees came in \$240,000 above budget.

I am just hitting the larger accounts for you. Overall, we'll probably be about \$400,000 under budget for revenue. Below budget for revenue.

Mr. Morrison confirmed that goes directly to the Rainy-Day Fund. Ms. Portelinha explained there are expenses.

2. Review expenses vs budget

Ms. Portelinha explained as far as the expenditures, she is projecting about almost \$2 million that won't be spent by the end of the year. But \$1.1 million we are going to carry forward. In essence, we'll have unspent expenditures of about \$800,000 netting us a surplus of about \$400,000.

And, again, this is very precursory. Mr. Sciota stressed these are not numbers you go to the bank with. Give us until the September meeting or later to shore it up.

Mr. Morrison asked if it was what she expected at the end of June. Any surprises either way? At the end of June is this the number you thought you would end up with? Ms. Portelinha answered no. It is really difficult to determine. As you can see from the list, I think we are doing much better in anticipating the expenditures. Most of you who have been on the Board realize the July meeting we've always had a great deal of transfers in order to close out the year and this year we're not looking at that. I think that everyone has been keeping a close eye on their expenditures and doing their requisitions and purchase orders ahead of time.

Mr. Sciota interjected that should not go unnoticed. Emilia and my office have been working very closely to make sure and obviously the department heads are doing this not on a monthly basis but on a weekly basis to review the budget.

If you look at Agenda from prior years in July, they were extensive. Kudos to Emilia's office and also the department heads for keeping a close eye on their budgets.

Mr. Morrison stated that after what was said before, I was expecting a lot more. Good.

Chair Leary discussed the budget overall last year versus this year as being about \$5 million more in spending. Big picture. And, we have to set aside 10% of that increase in the Rainy-Day Fund. We have plenty in there. I get it.

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But we have to understand that we don't have a process that when we budget we say to ourselves, spending is going up \$5 million year over year. We don't have a line item in there that is building your Rainy-Day Fund by 10% of that.

We're working in a way where we generate a surplus, but that surplus in essence isn't really a surplus by definition but it is necessary to build the Rainy-Day Fund so we stay at the 10% requirement if we didn't have excess in there. The surplus keeps us up and that surplus is for the entire town, the total town. Everybody should know that. We do have a surplus, but we have a use for that surplus and that's to build the Rainy-Day Fund which has to be at 10% of our general funded revenues which are expenditures if we have a balanced budget. It's one in the same number.

Discussion on the uncollectible tax percentage of 2.1%. Ms. Portelinha explained when we budget that, we budget it based on the gross numbers. When we tie everything out at the end, we do it on the net. Which means net of the certificates of correction. There are properties that have exemptions and abatements.

Mr. Sciota discussed there are usually tax appeals that require a certificate of correction. That's factored in, also. There was not a lot of those this year.

The Chair said taking the Grand List and assuming the Grand List times the mill rate, we don't make that assumption because some of that is not collectible. So, we take about \$2.5 million off. So, we take the Grand List even more to make up for the 2.1 percent. That estimate is still a good and reasonable estimate.

Ms. Portelinha added in the end when we calculate a collection rate, we are calculating it on the net number and not the gross number. That's a factor.

The Chair felt that 2.1 was reasonable for our community. Pretty conservative. If 98% of the Grand List yields taxes, we are doing just fine.

Mr. Morrison asked regarding expenses, excluding overtime, are there any other items that were egregiously out of whack? Ms. Portelinha noted we had slightly higher accumulated payouts this year. The snow and ice hit us. The fire department OT. Those were the three big ones.

Discussion.

3. Review Capital Projects in Budget (Quarterly)

Ms. Portelinha explained this report is our capital projects fund thru June. Again, it is not fully completed, yet. We're still making

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some expenditures but it pretty much gives you the projects we were working on this year and where they stand.

We were slow in getting some of the projects up and going this year because we held the cash project while the state was determining revenue they'd be providing us with.

On the left-hand side there are some "C"s and those are projects that are closed out. We have managed to close out fifteen projects. We try to complete some of these projects as new ones come on so they are not open indefinitely.

The Chair summarized the total projects are \$283 million and \$4.9 million was funded in the 2017-18 budget year.

Ms. Portelinha continued the next column are expenditures thru or prior to this past fiscal year.

The Chair noted not finalized are \$203 million. Ms. Portelinha said this past fiscal year, 2017-18 is \$13.3 million worth of expenditures. We have an ending balance, encumbrances and then unencumbered ending balance.

Discussion.

As of June 30th, we still have \$2.6 million worth of commitments pointed out Ms. Portelinha. There will be more as these projects are long term but we sign the contracts as we proceed instead of doing them all at once. Mr. Sciota noted an example would be water pollution control. We'll be going out to bid and signing that contract but that will be a multi-year project.

These reports will be provided on a quarterly basis.

Discussion of the criteria to close a project.

4. Discuss Board of Finance participation on Property Tax Relief Committee

The Chair advised he was contacted by the Town Council Chairman and asked to provide the names of two people, one Democrat and one Republican, to serve on a newly created committee called the Property Tax Relief Committee. This is very important. I'll ask that anybody with interest contact me and I'll then provide the names.

What's happening is a lot of people have said they want to look out for those with financial difficulties and trying to make people have the best opportunity to stay in town. Property taxes are a regressive tax. Explained.

There is a committee being formed to explore options as to what can we do to look at property tax relief for those who need it. It's

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complicated. Right now, we are in a situation with everybody with property on the Grand List gets that valued in a very objective way and then they pay a certain amount of tax. Pretty much everybody owning the same property would pay the very same tax in a perfect world. If one person doesn't pay that tax or gets some type of exemption or abatement, the town budget remains the same and someone else has to pay the tax.

A lot of complexity in looking at this and going through the different scenarios of what other communities in the country are doing. Other municipalities. What works and what doesn't work. To give somebody a tax break and somebody else has to pay more, is that the right thing or the wrong thing to do? A lot of considerations.

Is there an interest in tackling this issue? It'll require some research, some work, discussions and putting proposals out there and seeing what is fair and the right thing to do.

Because it is property tax, it really cuts into the heart of what we do here. Our participation in it is absolutely vital. Let me know if you have an interest in serving on that committee.

Mr. Sciota suggested that be provided to the Council Chair prior to the August 27th meeting. The Chair agreed.

Discussion of the general goals of the committee.

(Mr. Morrison and Mrs. Zoni expressed interest in being on that committee.)

5. Town Council Sub Committees (Emphasis on financial aspects)

A. Sewer Committee (Tony Morrison)

Mr. Morrison had two things. The authorization on the sewer fund hasn't come through yet because they wanted some minor remediation that needs to be done. The report was developed on how it would be done and sent it to DEEP. They're waiting.

Mr. Sciota advised a letter has been received from DEEP. It will be reported at the next sewer committee meeting. But they're in the process of finalizing and putting the bid documents together. Good news.

Mr. Morrison said the sewer fund ended with \$880,000 to the good. A high amount. I raised it last time. The sewer fund is now up to \$6.5 million as of the meeting. When I asked about this, the guidance was to wait until the sewer plant is done and then we'll see about maybe giving our citizens a break on the sewer rates. I assume that is still the case.

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Mr. Sciota echoed that is a great idea. Part of the approval we just received will include some cleanup. The sewer fund will be paying for some of that cleanup. A small history with pcbs down in that area. I agree once we get the building built, then the committee can do an analysis on whether the fees can be looked at. I agree with that 100%.

The sewer fund is separate from the general fund clarified The Chair. Nobody is being charged sewer fees that are then being diverted to other town operations. Sewer remains with sewer and is paid by those who use the sewer.

B. Public Works Committee (Ed Pocock & Susan Zoni)

Mrs. Zoni said there were not many things that affected the BOF at the last meeting on June 6th. One issue the BOF received an email on was regarding some people from Kelly School that wanted to put in a pollinator garden on the water department property. Because we had limited information on that, it was requested that be put on hold because the ground on that property cannot be disturbed. It's a cap.

The concern of the public works committee on any work done on that property was that we can't disturb the surface of the ground, at all. You can't dig into it. Future maintenance was not guaranteed by the people putting in the garden and would fall to the town and become a responsibility and cost to the town. Nothing written into anything or agreed upon. Information was too limited and not thought out well enough.

Another thing that I thought was an impact is it was said that the Police Chief has to report the number of man hours of police activity to the BOE for state reimbursement. That was a red flag to me because I wondered if that money comes back to the town if we pay it or does it go to the BOE if the state reimburses it?

Ms. Portelinha answered it is not that the state reimburses it. It's included on their ED01 for reporting and it is included in a grant they receive. It's part of a calculation. Its not like one for one.

Bulky waste is running as expected. A little high in the number of those using it but it's running well.

Mr. Sciota added the people will be doing another presentation for you on your August 1st meeting.

We were notified the Town of Southington did receive a \$2.5 million grant for Downtown Plantsville. That's good news.

The Chair questioned why the scanners were not being used at bulky waste any more. Mr. Sciota will look into it.

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C. Calendar House Building Committee (Mark Sciota)

Mr. Sciota reported the Calendar House is going very well. The final landscaping is going in. You will be receiving an invitation for the September 13th at 5:00 Open House. It is a Thursday.

D. Open Space Committee (Ed Pocock)

Mr. Pocock noted there will be a meeting tomorrow at 4:00 pm. Nothing to report.

E. Self-Insurance Committee (Joe Labieniec & Kevin Beaudoin)

There was a meeting at the end of June advised Ms. Portelinha and they are looking at a self-insurance reserve fund balance policy.

F. Committee of the Chairs (John Leary)

The Chair noted no meeting was held.

6. Board of Finance Sub Committees and Liaison Reports
(Emphasis on financial aspects)

A. Investment Committee (Kevin Beaudoin)

The Chair referred to the reports on income.

B. Liaisons to Board of Fire Commissioners (Ed Pocock & Kevin Beaudoin)

Mr. Pocock advised a new Chief is coming onboard. Mr. Sciota added his first day will be Monday, July 30th. Mr. Pocock asked to have him stop in and see us at our next meeting.

Discussion.

There has been progress made on the overtime noted Mr. Pocock. This is the time of year we have vacations, et cetera. Mr. Sciota added to give credit where credit is due, the Acting Chief retired on the 30th of June. The new Chief is starting on July 30th.

During that period of time the four battalion chiefs really stepped up. I met with all of them and we went over payroll together.

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I'd like to thank all four battalion chiefs for the hard work they put in to keep the fire department, from an administration standpoint, going. Publicly, I thank all four battalion chiefs.

Mr. Pocock agreed.

Mr. Morrison said the overtime is \$24,500 which is exactly where it should be. Mr. Sciota noted the June pay period was high as that's when personal days and vacation have to be used. More of a higher time period. He was encouraged by the first pay period you see there. Very good.

Discussion.

C. Other Committees

Nothing this evening.

Nothing to report.

7. Board Communications

Mr. Sciota presented a Certificate of Excellence that was granted to our Finance Director. I want to publicly congratulate her for the Certificate of Excellence for her and her department.

Congratulations, Emilia.

(Applause)

The Chair stated that means a lot to this BOF, giving us comfort that the numbers are prepared properly and there's procedures and controls and things are considered excellent. To see the testament of all who have served over the many years and all the Certificates of Excellence we've accumulated means as a town we're doing things well and right. We have our appreciation, too and the comfort we get in knowing the Certificates of Excellence are around.

Ms. Portelinha explained it is a team effort. Everybody does their part.

VI. Public Communications (Excluding Public Hearing Items)

None this evening.

VII. Review Long Range Plan and Priorities

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1. Review status of LRP items in current fiscal year budget
 - A. Status / Reprioritizations
2. Strategy Discussion

Mr. Sciota reminded the BOF that the next meeting, which is September, we talked about having a very short meeting and then having a workshop to get ready for the budget.

Mr. Sciota also stated he asked for the BOF agreed to have another one in December.

In response to a query by Mr. Morrison, Mr. Sciota suggested the members give their opinions directly to the Chair thru email. And, then he will send them out. That won't be a meeting since you are not having conversations back and forth. You're giving information to him and he's disseminate it.

Discussion.

Mr. Sciota also requested that if anything is required ahead of time from me or Ms. Portelinha that you let us know ahead of time so we can have the information available.

The Chair asked for information or ideas from the Department Heads that we should take into consideration. We'll gather it all.

Same with the BOE. Is there something we should know ahead of time in designing the process that would make it a little smoother.

VIII. Conduct Administrative Business

1. Consent Agenda

A. Appropriation 17/18 \$645 * Youth Svcs - Outside Programs (Spec Rev)

Appropriation 17/18 \$340 * Youth Svcs - STEPS (Spec Rev)

B. Appropriation 17/18 \$280 * Youth Svcs - Outside Programs (Spec Rev)

Appropriation 17/18 \$60 * Youth Svcs - STEPS (Spec Rev)

C. Appropriation 18/19 \$180 * Youth Svcs - Outside Programs (Spec Rev)

Appropriation 18/19 \$950 * Youth Svcs - STEPS (Spec Rev)

Appropriation 18/19 \$500 * Youth Svcs - STEPS GALA (Spec Rev)

D. Appropriation 17/18 \$262,769 * Capital Budget - Town Aid Road Grant

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E. Appropriation 17/18 \$15,864 * Capital Budget - Open Space Conservation

F. Appropriation 17/18 \$4,000 * Turf Field Fund - Contracted Services

G. Appropriation 17/18 \$74,651* Board of Education - Operations

Mr. Pocock made a motion to approve the Consent Agenda in total. Mr. Morrison seconded. Motion passed unanimously on a voice vote.

Managers Memos

1. Transfer 17/18 \$ 10,000 Fire Dept - Vehicle Maintenance

Mrs. Zoni made a motion to approve. Mr. Pocock seconded. Motion passed unanimously on a voice vote.

2. Transfer 17/18 \$3,000 Fire Dept - Utilities

Mr. Pocock made a motion to approve. Mr. Morrison seconded. Motion passed unanimously on a voice vote.

3. Appropriation 17/18 \$22,000 Bulky Waste - Refuse/Recycling

Mr. Sciota advised the highway superintendent and the town engineer do an estimate as to what they think the tonnage will be. It's been very, very busy. They're bringing tonnage and we have to pay more.

Mr. Pocock made a motion to approve. Mrs. Zoni seconded. Motion passed unanimously on a voice vote.

4. Transfer 17/18 \$15,600 Environmental Problems - Legal Fees

Mr. Pocock made a motion to approve. Mr. Morrison seconded.

Mr. Sciota said the line has to be changed. This is for testing and things like that and not necessarily a problem. It should say: environmental issues.

Motion passed unanimously on a voice vote.

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5. FY 17/18 Carry Forward List

Ms. Portelinha started by saying most of these are items where we have contracts or encumbrances that are in play. For some reason either the work wasn't completed by June 30th or maybe it was completed but not billed. We carry forward the funds into the following year.

The Chair asked the representatives from the BOE to go first and address their carry forward items.

Ms. Portelinha said she could speak to three items. A request for \$25,000 is for their Milone & MacBroom Feasibility Study. They had requested it be carried forward. They delayed due to the state budget.

The other two items are capital items. One is for \$139,565 for the SHS elevator and \$105,752 for the security camera and monitoring systems. The work was delayed due to the state budget and not knowing whether we would need the funds for other purposes.

Mr. Sciota added he spoke to the Superintendent and they're going to try to do the security cameras, but the elevator can't be done until this fiscal year. It has to be during the summer. They will get the bids ready to go but it won't be done until after the high school is out in 2019. You'll probably see this again. We are in support of the project but you just can't do an elevator when school is in session.

Mr. Morrison noted the security system will be compatible to the police department. I feel it's an excellent thing.

The \$150,000 for budget reallocation for projects might be the item they want to speak to. Mr. Sciota started off by saying we are in support of this. This is something that the town has done for a few years and we are supportive of the fact that if there is money left over and there's a capital item which is going to pop up in the next fiscal year, it's important to get the money to reallocate it and use it for a capital expense that'll occur in the following year. I am supportive of that.

Technically, if it is not used during that fiscal year it would go back into the undesignated fund balance and there's a process where we'd have to get the money anyway. I don't think it can wait to the next fiscal year. It has to be done. I am sportive. Ms. DiNello and I have talked about this process and I'm happy to see that the money is going to be used for a capital expense in the next fiscal year.

Sherri DiNello recalled that in previous years traditionally what the BOE would do is if there is an anticipated yearend balance thru

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the month of June, we often times would be purchasing supplies and equipment items that may have gotten cut in the next year's operating budget.

We did not feel that was the prudent thing to do in light of the budgetary situation we all worked together with for 2017-18. So, the administration's recommendation to the BOE in June was that we felt any dollars we had left remaining in this budget because we were able to get through the budget because of the appropriation we received from the town, that we should be looking to be very transparent and share with you what those anticipated dollars are.

However, because of the mitigation plan and because of the freeze that we had, there were a number of things that we did not fund during this year. We are hoping to work collaboratively with you in an effort to request that you take whatever we have remaining in the 2017-18 budget set aside in a line item specifically to address these capital or preventative maintenance type of items.

Mr. Morrison asked how you got to \$150,000. That is money in the operations budget at June 30th. Seven weeks before that, we transferred \$184,000 to make up for some mitigation plan. At the time you told us that there was still a problem with \$74,500. Which you have obviously overcome.

In other words, you would have had \$74,500 plus the \$150,000 here. You would have had \$261,000 after we transferred the \$184,000 to you. Why didn't you use the \$261,000 to make up for the furlough day?

Ms. DiNello said we didn't get the furlough day. I think Emilia set the stage for this conversation very well by stating how at the year end you are still juggling a lot of balls. I haven't closed out the year, yet because we are still waiting for final invoices to come.

We are working off projections. To be honest with you, I'm proud of the fact we are ending the year with just over \$200,000 which is two tenths of one percent of our operating budget.

Although just over \$200,000 may seem like a lot of money, when you are looking at a \$94 million budget, it's pretty much a rounding error at that point in time. That's what we are looking at.

Examples: Special Education purchase orders put out over the last two weeks. We closed out about \$47,000 of those. Students had transferred. Tuition days were less. The paraeducator cost for that student did not amount to what we had anticipated when we put out the purchase order.

We had a student too ill to attend the special education placement. We saved \$24,000 on transportation.

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Those are the types of things until we get our final May and June bills, I was doing my best to project to you where we are.

I am always going to be extremely conservative in those projects. I am happy we will be closing out the year with a positive balance and we are hoping we can work together to fund these projects.

Mr. Morrison pointed out \$184,000 is also a rounding error. Why didn't you treat it as a rounding error seven weeks before the end of the year and say, okay, we can accommodate.

Ms. DiNello said she was clear throughout the process we are always doing projects. We had a budget we originally asked for and throughout the entire process of working together for the appropriations that came to us in the large dollar amounts in the installments and then the town manger working with us with the funds that were not needed --- the goal or the understanding of the BOE was always that the intent of the operating budget was determined when the funding level was set last year.

And, the appropriations were given to us as a way to get us to what we had originally budgeted. We weren't getting those appropriations because I was standing here at each meeting with my hand out, we were getting the appropriations with the intent of getting the BOE's operating budget back to what funding level had been intended by the BOF and the Town Council.

Mr. Morrison pointed out that wasn't his question. My question was: If it was a small amount of money, \$184,000, why didn't you say, okay, we can deal with this. You deal with it every year. You have rounding errors at the end of each year.

Why didn't you do it this time? Why did you feel you had to come and ask for \$184,000? That's my question.

Ms. DiNello explained by the projections at that time I anticipated needing that. Turned out that because of the spending freeze and scrutiny, we saved additional dollars in the supply line items we weren't anticipating. I would much rather be in a position to have money to return to the town than hoping you had a quorum for your meeting so that I could get an appropriation needed to close out my year. I'd much rather be on the conservative side and have the dollars and return them to you or be in a position where I could not meet payroll or pay my bills and if you were unable to hold this meeting, I would be unable to close out my year in the month of August and unable to meet my financial obligations of filing my reports by the September deadline.

Mr. Morrison stated these rounding errors really have an effect. You understand what I'm saying.

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Ms. DiNello responded she didn't understand. It's two tenths of a percent of an operating budget? I'm sorry I struggle with that.

Mr. Morrison continued. You asked the BOF for that money and you end up with a quarter of a million dollars which you had or you would have had because of the stuff you did between then and the end of the year. It's a process you are comfortable with and do each year trying to close out the books.

He further stated it seems like you asked for money when you didn't need it. That's what I'm trying to say.

Ms. DiNello replied she did not intend to be asking for money that I didn't need. I intended throughout the entire year for every appropriation that we received that we were going need every dime of that money to meet every last payroll and obligation. I can go through a whole host of reasons of why we ended up with a positive.

Explained.

Ms. DiNello highlighted the boiler issue which Mr. Romano provided additional information on. As an alternative item in the bid, looking to get pricing for the second boiler, we are asking for whatever balance we have to carry forward and the BOE will look at the boiler bid. If you approve this item, there may be an opportunity to use the funds to do both boilers before some other projects. We would bring that back to the BOE as long as it is something you endorsed here.

Mr. Sciota noted there are maintenance items in there, too. Certainly, if one boiler is going down, same year for both boilers installation, obviously the other boiler cannot be in the greatest shape. My suggestion would be from a capital standpoint, I would suggest and I'll work with the Director of Operations if he wishes, we go with both boilers.

Mr. Romano added we anticipate a cost savings for the second boiler. It's an option and we are not obligated but why not have the option.

The BOF had no expressed objection.

Ms. DiNello as of today she is projecting just over \$200,000 for the carry forward amount. However, you'd like to set the dollar amount would be much appreciated.

Discussion of adjusting the carry forward list. Ms. Portelinha suggested changing the \$150,000 to \$200,000 and then when they close out the year and find the actual number, we have up to \$200,000 carry forward. Mr. Sciota said the exact number could be modified.

Discussion.

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Mr. Sciota stated, under his memo, he is asking that it modified under the carry over list under BOE operations from \$150,000 to \$200,000. That's my modification to my memo.

The motion would then be to accept the carry forward list as amended by the town manager. Mr. Pocock made that motion to accept the carry forward list with the amendment. Mrs. Zoni seconded.

Mr. Morrison clarified if we carry this forward, the assumption is the money would be spent on the boilers.

Everyone agreed that would be the top priority.

The Chair added we could say it is limited to capital and not operations.

Ms. Portelinha said it would be \$1,169,635 for the amount.

The Chair clarified the motion on the floor is for the whole \$1.2 million.

Mr. Morrison stated we have to remember this next year if this happens again where they ask for money. We have to have a discussion like this before we start on money. We have to have this discussion before as opposed to after. It's always bad to have it afterwards. I'd like to suggest that for next year if it happens again.

Mr. Sciota observed it was a unique year all the way to the bitter end.

Motion passed 4 to 0 on a roll call vote.

IX. Meeting Adjournment

Mrs. Zoni made a motion to approve. Mr. Pocock seconded. Motion passed unanimously on a voice vote.

(Whereupon, the meeting was adjourned at 8:02 o'clock, p.m.)

* Represents funds received or to be received that were not budgeted, therefore no effect on contingency.