

# Town of Canaan Board of Finance

## Regular Meeting

Monday, April 9, 2007

6:30 P.M.

Town Hall, 108 Main Street, Falls Village, CT

**Present:** Chairman Charles Lemmen, Kent Allyn, Tom Christian, Denise Cohn, George Elling, E. Frederick Petersen and Alternate Patrick Hafner.  
**Absent:** Alternates Stephen Koshland and Scott Macchi.  
**Also Present:** First Selectman Patricia Allyn Mechare, Selectmen Peter G. Lawson and Charles H. Lewis, Town Treasurer Linda Paviol, Town Clerk Mary M. Palmer, DPW Manager Tim Downs, LHK Principal Maria Bulson, BOE Members Andrea Downs and Beckie Seney.

Chairman Lemmen called the Regular Meeting to order at 6:31 P.M.

By Consensus the agenda was modified.

### Old Business: BOE Spending Plan Revisions

Andrea Downs and Maria Bulson spoke for the BOE.

- The Principal's salary was negotiated at \$85,500, an increase of \$500.
- The non-certified salary line will stay at an \$8,000 increase figure, an estimate, as negotiations on non-cert. staff do not begin until April 26<sup>th</sup>, conclude in late May, and are ratified in June.
- 400 Series, Line #58 Building Improvements – was \$19,000, revised figure is \$22,220 due to anticipated library ceiling work.
- The Region One budget has gone down by \$500 since the first presentation.
- 200 Series, Line #34 Workmen's Comp – from \$4,392 to \$4,396 to correct an error.
- The Kellogg Budget total is now \$1,715,012, the Region One Budget total is now \$984,206, and the Education Budget total is now \$2,699,218.

There was discussion of the REAP Grant used for professional development and how to place it appropriately in the budget. L. Paviol noted that because it is received and disbursed through the Regional Budget, not the Town, it does not show up in the Municipal or BOE Budget.

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**Lemmen noted that the Public Hearing on both the BOE and Municipal Spending Plans is warned for Wednesday April 25, 2007, 7 P.M. at Kellogg School.**

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By consensus the next item on the agenda was the

### First Selectman's Report:

- Mechare distributed a sheet (attached) of Town Projects, spending for which will cause a shortfall in particular lines for the 2006/2007 Budget. The Revaluation Fund and Transfer Station amounts are exact. The amount for the Pool Project and Johnson Rd./Feeder Grant Project are estimates, because exact information is not currently available to the BOS. The sheet also has a list of four "rollover" requests to specific accounts from certain 2006/2007 unexpended funds.
- There was some discussion about State LOCIP Grant requirements (1 mile minimum paving) and whether the required \$85,000 will be spent before June 30, 2007 for the Johnson Road Project or for other Town paving, i.e. Page Road. Application for LOCIP is made annually in April and generally received in July.
- Mechare was not able to provide an exact payment schedule for the Feeder Road Project, requested at the last BOF meeting, as the contractor (not yet definite) would determine that. She notes, however, contractor's payment schedules often seek payment in thirds – beginning, middle, and end.

- The pool house lumber is cut and the donor will raise the frame and sides. The anticipated remaining cost may be between \$30,000 - \$60,000, but with timely work by volunteers to finish construction of the pool house, the cost could be on the lower end. An early July opening is hoped for.

### **Old Business: BOS Spending Plan Revisions**

The revised plan was distributed (attached).

- The figure for the transfer station tipping-fee remains the same (\$69/ton)
- Figures for Fuel Oil for the Town Hall (Pg. 1), 107 Main Street (Pg. 7), and the Town Garage (Pg. 8) are now respectively 2000, 2500, and 2200 gallons, all at \$2.05/gallon.

Chairman Lemmen asked for BOF questions and comments.

- T. Christian would like to see all reserve funds, some currently scattered throughout the budget, consolidated under Dept. 1028 Non-Recurring Capital Accounts, thus providing better information about amounts in the budget that are put aside for future spending.
- C. Lemmen had questions about the Heavy Equipment Reserve (dump body, road mowers, loader, backhoe) and the Truck Reserve (body and chassis), clarified by T. Downs, DPW. Lemmen sought clarification also on the Fire Commission Trucks/Equipment and the Fire Truck Reserve items.
- Discussion about “rollover” of unexpended budget funds and how these should be indicated in the budget. L. Paviol noted they are generally reflected in an amended budget column. C. Lemmen indicated the specific requests would be voted upon at the May 10, 2007 Town Meeting.
- After discussion of amounts and how best to reflect the additional funds needed for the Revaluation Fund,

**T. Christian made a motion to move the Board of Assessors Revaluation Fund from Department #1005 to #1028 Non-Recurring Capital Accounts and increase the budgeted amount of the fund from \$3,000 to \$42,000. K. Allyn seconded. Passed unanimously.**

Note: \$34,000 is for the current revaluation and \$8,000 is to be put in reserve for the future.

- **Salaries – C. Lemmen made a motion to raise the salaries of elected officials by 3.6%, along the lines of the BOS recommendations. F. Petersen seconded.**

Discussion – T. Christian noted that all elected officials are vastly underpaid as per the NWCOG survey of northwest CT towns and gave specific recommendations for each position. Discussion centered on the Town Clerk’s request for a raise above the BOS recommendation of 3.6 %.

Lemmen called for the BOS reasons for the across-the-board 3.6 % recommendation. Mechare indicated that this was the 2007 COLA index figure being used by most of the other area towns and was deemed to be proper and fair. C. Lewis noted that larger than COLA increases for elected officials across-the-board would likely be heavily scrutinized at Town Meeting. There was considerable discussion concerning the raise request in regard to the Town Clerk position. The general feeling was to move toward aligning the First Selectman position salary closer to that paid by other area towns.

**1.) G. Elling moved to amend the original motion to increase the salary for the First Selectmen position by 10 %. D. Cohn seconded. Passed: 5 yeas, 1 nay.**

Discussion of Registrars salaries - The draft budget reflects an increase based on more work hours for the Registrars, due to the new voting machine work required, not on a higher hourly rate.

**2.) C. Lemmen moved to increase the hourly rate for the Registrars to \$13.75/ hr. as a second amendment to the main motion G. Elling seconded. Passed: 4 yeas, 1 nay, and 1 abstention.**

**A vote was taken on the main motion to raise salaries of elected officials by 3.6 % with amendment 1.) To increase the salary of the First Selectman position by 10% and amendment 2.) To increase the hourly wage of the Registrars to \$13.75/hr. Passed: 5 yeas, 1 nay.**

**Secretary's Report:**

The March 12, 2007 Regular Meeting minutes stand approved as published and the March 26, 2007 Special Meeting minutes stand approved as published.

**Treasurer's Report:**

The March 2007 report was distributed (attached). **F. Petersen made a motion to receive the Treasurer's Report. T. Christian seconded. Passed unanimously.**

**Tax Collector's Report:** The March 2007 report was distributed (attached). **A motion to receive the Tax Collector's report was made by T. Christian. F. Petersen seconded. Passed unanimously.**

**Board of Education Financial Report:**

The YTD Budget vs. Actual report through March 25, 2007 was distributed (attached).

**A motion to receive the BOE Report was made by G. Elling. K. Allyn seconded. Passed unanimously.**

Chairman Lemmen noted that he would contact members by email to set-up a Special BOF Meeting date between the time of the Public Hearing and the Town Meeting vote.

**Adjournment:**

**D. Cohn made a motion to adjourn at 8:15 P.M. G. Elling seconded. Passed unanimously.**

Respectfully submitted,

Margo B. Lewis  
Recording Secretary