

**Town of Canaan Board of Finance**  
**Regular Meeting**  
**Monday, March 10, 6:30 P.M.**  
**Town Hall, 108 Main Street, Falls Village, CT**

**Present:** Chairman Charles J. Lemmen, Kent Allyn, Denise Cohn, George Elling and Alternate G. Tracy Atwood for E. Frederick Petersen.

**Absent:** Regular Members E. Frederick Petersen and Scott Macchi. Alternate Stephen Koshland.

**Also Present:** First Selectman Patricia Allyn Mechare, Selectman Peter Lawson, Principal Maria Bulson, LHK BOE Chair Andrea Downs, LHK BOE members Mary Elling and Mary Atwood, LHK teacher Jane McDermott, Regional Business Manager Sam Herrick, Reg. One BOE members Margaret Ruotolo and Judge Manning, Tim Downs, Mr. Bulson, and Terry Cowgill, *The Lakeville Journal*.

Chairman Lemmen called the Regular Meeting to order at 6:30 P.M.

**Public Comment:** None

Consensus was to re-order the agenda to address **Communications – Region One Capital Reserve Fund Policy** first (two written communications attached).

Town of Canaan Regional BOE member M. Ruotolo and Region One Business Manager Sam Herrick spoke to the issue. Following questions and discussion, the BOF advice was that the Regional Board set-up a new Capital Reserve Fund that is funded annually in the budget, with a cap established, but not funded with annual budget surplus amounts. This new Capital Reserve Fund (distinct from the Five-Year Capital Plan in their operating budget) would require board action to pay for unforeseen or emergency building needs.

Sam Herrick distributed the **Regional Draft Budget for 2008-2009** (attached) and noted that the Budget Hearing is on Wednesday, April 2<sup>nd</sup> at 7 P.M., HVRHS Rm. 133.

**New Business – Presentation of the Kellogg School Board 2008-2009 Spending Plan** was taken next by consensus. The Draft Budget dated March 10<sup>th</sup> was distributed (attached). Board Chair Andrea Downs reviewed “highlights” and addressed questions from the BOF, along with Principal Bulson.

**100 - Salaries:**

- The full \$32,000 salary for the Reading Specialist is reflected (See BOF recommendation 1/14/08 BOF Regular Meeting Minutes).
- The Music Teacher retires this year. The salary remains the same, but with the expectation of hiring a replacement at a lower step.
- The Phys. Ed/Health Teacher requests staying at a .6 position. Her additional math support position will be taken on by existing teaching staff.
- The school psychologist, paid through Pupil Services for 2 ½ days (Special Ed. students only), is added as a ½ day position to access services for Regular Ed. students.
- Upon requests to the BOE, third, fourth, and fifth grades will be self-contained, requiring a new one-year elementary teaching position at a low step, \$61,096 salary and benefits.
- Substitute Teacher salary of \$80/day is a Regional decision and is reflected by an increase.
- The Custodian position reflects an adjustment contracted in the last four-year contract to bring the salary closer in line with others region-wide.

**200 - Benefits**

Health insurance shows a 9.87% increase.

**300 - Services**

- An increase in per pupil outdoor education cost for 28 students.

- A slight increase in staff development, as Federal grant funding help (REAP) is not certain.

#### **400 - Property Services**

A decrease in building improvements as the building is in good shape. Anticipated work is: continued trim painting outdoors, replacing some lockers and possible multipurpose room floor repairs.

#### **500 - Purchased Services**

- We are in the last year of our 5-yr. bus contract with the lowest town cost. Likely this could go up for LHK with plans for regional bidding in 2009.
- Errors and Omissions Insurance goes down to 0 because the BOE is covered under the Town's plan.
- Summer School is skill-based instruction only – no enrichment. Figure reflects increases of per pupil tuition, transportation and percentage of Director's salary for a projected 10 children.

#### **600 - Supplies**

- Technology Budget was distributed (attached) and presented by Computer Coordinator Jane McDermott.
- Electricity, fuel oil, and propane will all rise and show increases.
- The region has changed to a new social studies text, so an increase is requested to purchase the books and workbooks for it.

#### **700 - Property**

Some older athletic equipment and supplies need to be replaced.

The total budget is \$1,800,411, calculated at a 5% increase. Bulson distributed a per pupil cost analysis for the proposed spending plan. Downs suggests that BOF members e-mail her with questions after studying the budget. G. Elling requests that e-mail questions to Andrea and answers cc: all BOF members. Downs and Bulson were thanked for their presentation. Lemmen noted that the BOF will need to meet again for further discussion of the proposed plan, due to lack of time tonight.

The consensus was to move-on to Old Business items due to the time. Reports will be acted upon at the next regular meeting.

#### **Old Business:**

**K. Allyn made a motion to appropriate \$5,200 to #1020-352 based upon the vote of approval at the February 25, 2008 Town Meeting. G. Elling seconded. Passed unanimously.**

**G. Elling made a motion to appropriate \$1,000 to 2001 – Fire Commission for the purchase of State land along Route 7 as approved at the February 25, 2008 Town Meeting. T. Atwood seconded. Passed unanimously.**

Pursuant to the First Selectman's letter of request to Chairman Lemmen dated March 3, 2008 (attached):

- 1.) **D. Cohn made a motion recommending to Town Meeting that \$27,626, received by the Town from the CRRA court-ordered settlement, will be transferred to the Pool Account. K. Allyn seconded. Passed unanimously.**
- 2.) There was a consensus to establish a reserve account for the purpose of setting aside money for construction of a bulky waste building in 1028 - Non-Recurring Capital Accounts.

A Special Meeting date was set to review the Board of Education 2008/2009 Spending Plan in more detail on Monday, March 17, 2008 at 6:30 P.M.

#### **Adjournment:**

**K. Allyn a motion to adjourn, G. Elling seconded, passed unanimously.** The meeting adjourned at 7:55 P.M.  
Respectfully submitted,

Margo B. Lewis, Recording Secretary