

**ROXBURY BOARD OF FINANCE
REGULAR MEETING
FEBRUARY 17, 2009
MINUTES**

CALL TO ORDER

Gary Lord, Chairman, called the meeting to order at 7:00 PM.

Present: Gary Lord, Kevin Dumas, Hugh Rawson, Wayne Piskura, James Conway and Toby Goldfarb, Board of Finance Members; Barbara Henry, First Selectman.

APPROVAL OF MINUTES

Regular Meeting Held January 20, 2009

Wayne Piskura noted that on page one under Approval of Minutes the word “able” should be in quotes and “under page 10” should be changed to “referring to page 10 of the audit”.

Toby Goldfarb made a motion to accept the minutes of the 01/20/09 Regular Meeting as corrected. The motion was seconded by Wayne Piskura and carried unanimously.

BUSINESS

Policy of Funding Capital Expenditures

Gary Lord confirmed the Board’s receipt of the legal opinion regarding this policy. He explained that the note recommended by the Auditor which was the last line of the policy has been deleted.

Gary Lord pointed out that a new note has been added under Section A in the Over Budget portion of the policy stating that “Total transfers and/or appropriations cannot exceed \$20,000 during any Fiscal Year”. He confirmed for Wayne Piskura that this is only referring to Capital Projects.

Gary Lord agreed to send an electronic version of the policy to the Board Members for their review. They will discuss the policy again at next month’s meeting.

Date for Annual Budget Hearing

Gary Lord advised that the date for the Annual Budget Public Hearing has been changed to April 29 at 7:30 p.m. The previously scheduled date was in conflict with the IWC meeting.

Meeting Notices Via E-Mail

The Board agreed that future receipt of the agenda and minutes should be by e-mail only.

Proposed State Budget

Barbara Henry reported that in the Governor's proposed budget to Roxbury is down \$60,000 mostly in town road money. She noted that this is still subject to change. She explained that the Selectmen usually use the Governor's proposed numbers since the State may not have a completed approved budget by May 1.

OTHER BUSINESS

Non-Major Governmental Funds

Gary Lord made a motion to add discussion regarding Non-Major Governmental Funds to the agenda. The motion was seconded by Wayne Piskura and carried unanimously.

Gary Lord explained that he asked Kim Baron to gather a report regarding Non-Major Governmental Funds. He asked the Board whether they felt they should be consulted prior to him requesting information from Kim Baron. The Board agreed that as Chairman he should have the authority to gather information. The Board should look to the Chairman to request information that they require.

It was noted that all statements pertaining to Non-Major Governmental Funds should be sent directly to the Town via Kim Baron. They confirmed that all statements with regard to these funds do go directly to Kim Baron and that an annual accounting is done on these funds by the Auditor.

The Board reviewed the Non-Governmental Funds Report by donations, grants and tax dollars. Barbara Henry explained that both the First Selectman's Discretionary Funds and the Hodge Funds are used in part for resident relief. She noted that the recipients of the relief funds are usually those residents who have fallen ill or have lost their jobs and need assistance for things such as fuel, gas, food or bills for essentials.

Barbara Henry explained that the Auditor sees the names of those assisted; however, she is not in favor of releasing those names to the public. Gary Lord read a newspaper article regarding similar funds in Bridgewater and noted that the BOF does have the right to see the names of those assisted with relief funds. Hugh Rawson suggested that should the Board need to see those names, they should convene to executive session so that they can maintain their confidentiality.

Toby Goldfarb questioned whether there have been sufficient resident relief funds. Barbara Henry confirmed that the Town has been able to help those who are in need of fuel, food and gas. She noted that the residents have been very generous with donations. Additionally, they will be in receipt of a generous bequeathing from Lloyd Green. Hugh Rawson noted that if the Town gets into a bind with these funds he hopes that she would inform the BOF.

Gary Lord noted that he would ask for a similar Non-Major Governmental Funds report annually. Hugh Rawson agreed that this was a useful exercise.

Tax Collections

Barbara Henry reported that 7.6 million out of 8 million in tax dollars have been collected year to date. She reported that the newspaper called the Tax Collector and asked for the top 10 delinquent taxpayers. These taxpayers were called and reminded of their balance due and most of them sent their payments immediately; therefore, their names were not released.

The Board questioned what ideas have been discussed to cut expenses. Barbara Henry reported that she is meet with all the departments to ask that they try to retain 5% in this year's budget. She has asked everyone to conserve. The Energy Task Force has made some recommendations regarding unplugging. Town cars and trucks are not to be left idling. Insulation in certain buildings has been examined. The Senior Center is now closed on Mondays. She noted her hope is that the School Board is working just as hard as the Town is not to have an increase in their budget.

Barbara Henry reported that budgets were due on February 2nd and that she has most of them now. The first budget meeting with the Selectmen is scheduled for next week.

Kevin Dumas made a motion to adjourn the meeting at 8:19 P.M. The motion was seconded by Hugh Rawson and carried unanimously.

Respectfully submitted,

Tai Kern

Tai Kern,
Secretary

These minutes are not considered official until approved at the next Regular Meeting of the Roxbury Board of Finance.