

**ROXBURY BOARD OF FINANCE
REGULAR MEETING
JUNE 16, 2009
MINUTES**

CALL TO ORDER

Gary Lord, Chairman, determined a quorum and called the meeting to order at 7:05 PM.

Present: Gary Lord, Kevin Dumas, Hugh Rawson and Toby Goldfarb

APPROVAL OF MINUTES

The consideration of the minutes of the Regular Meeting held May 19, 2009 was tabled since there was not a quorum of members present who had attended that meeting.

BUSINESS

Tax Collector's Suspense List

Gary Lord explained that the Tax Collector's Suspense List remains on the books for a minimum of fifteen years and that the tax collector uses a collection agency to try to collect from people who have not paid and cannot be found. The members noted that all of these uncollected taxes represented motor vehicle taxes and that upon collection, the taxpayer pays the total amount to the agency, including the collection fee, and the Town receives 100% of taxes owed.

Hugh Rawson asked if negotiations are attempted so that the Town could collect a portion of the amount due. Kevin Dumas responded that the collection was usually 100% or nothing at all. There is no provision for a discounted or partial payment.

Gary Lord read a cover letter from the Tax Collector requesting the Board of Finance to approve the suspense list. The total amount of uncollected taxes to be moved to the suspense list is \$2,780. The members noted that the property tax collection rate for the Fiscal Year 2008-2009 is up to 99.05%. The members of the Board of Finance agreed that this was an outstanding collection rate and expressed their congratulations to the tax collector for the fine job being done.

Motion by Kevin Dumas to recommend the transfer of uncollected taxes to the Tax Collector's Suspense Book in the amount of \$2,780, as presented. The motion was seconded by Toby Goldfarb and carried unanimously.

Policy on Funding Capital Expenditures

Gary Lord reported that the legal opinion from the Town Attorney limits the Board of Finance to transfers not to exceed \$20,000 in the Reserve for Capital Fund, consistent with the departmental limitations

established for the General Fund. This being the case, he asked if the Board would now consider approving the proposed policy for Funding Capital Expenditures. It was determined that the final copy, with all corrections, should be circulated to the members prior to the next meeting and that they will consider approval at that time.

End of the Fiscal Year 2008-2009 Expenditures

The budget report and cash balances as of June 12, 2009 were reviewed. It was noted that the balance in the General Fund was \$2.2M and the balance in Reserve for Capital was \$931,000.

Barbara Henry reviewed anticipated year-end expenditures. She told the Board that drainage and paving work was done on Bear Burrow Road and that a sink hole on Pickett Road needs to be repaired including the installation of a new culvert. The rainy weather conditions have prevented the scheduled chip sealing.

Barbara Henry requested that the Board of Finance move \$30,000 from the Contingency line item, \$53,837.25 from Town Aid Roads–Paved and \$77,169.12 from Road Repair/Maintenance, all to the newly created Town Aid Road Fund, Including Transfers, which was set up at the Annual Budget & Town Meeting in May. The Board discussed the fact that they are limited to \$20,000 from the Contingency line and that the unspent monies in Road Repair/Maintenance cannot be transferred as this line item was not included in the allowable transfers approved at the Town Meeting. Barbara Henry said that she was going to attempt to have the chip sealing done as soon as the weather permitted, hopefully by June 30th and will use the money in the Road Repair/Maintenance line vs. the Town Aid Road – Paved line.

Motion by Gary Lord to transfer \$20,000 from the Contingency line item to Town Aid Roads-Paved. The motion was seconded by Hugh Rawson and carried unanimously.

Motion by Gary Lord to transfer the unexpended funds from line item 10-5402, Town Aid Roads-Paved, not to exceed \$73,837.25, to the newly created Town Aid Road Fund Including Transfers. The motion was seconded by Kevin Dumas and carried unanimously.

It was announced that there is presently no need for the July Board of Finance meeting.

Motion by Kevin Dumas to adjourn at 8:07 PM. The motion was seconded by Toby Goldfarb and carried unanimously.

Respectfully submitted,

Christine M. Giordano

Christine M. Giordano,
Secretary

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