

**VOTING RECORD FOR THE BOARD OF FINANCE REGULAR MEETING
TUESDAY, JUNE 23, 2009**

A regular meeting of the Board of Finance was held on Tuesday, June 23, 2009 in the conference room in Town Hall at 7:30 p.m.

Members Present: Marty Heiser, Chairman; Kevin Walsh; David Ulmer; and Robert Cascella

Members Absent: Peter Gomez, Vice Chairman

Town Officials: Rudy Marconi, First Selectman; Kevin Redmond, Controller; John Mannuzza, Asst. Controller; Maureen Kiernan, Treasurer

A G E N D A

1. Budget Format Discussion – Jan Rifkinson
2. Approval of Prior Meeting Minutes
3. Tax Collector’s Report
4. Treasurer’s Report/Discussion
5. Controllers Report:
 - a. 2009 11 + 1 Financials/forecast
 - b. Transfers – Year End Transfers
 - c. Ridgefield Arts Council Transfer
 - d. Three Year Plan
6. Status of Lease Analysis
7. GFOA Certificate of Achievement
8. Old Business
 - a. New Business
 - b. Communications & Correspondence
9. Adjournment

Mr. Heiser called the meeting to order at 7:30 p.m.

BUDGET FORMAT DISCUSSION – Jan Rifkinson

APPROVAL OF PRIOR MEETINGS’ MINUTES

Mr. Heiser made and Mr. Ulmer seconded a motion to approve the BOF Minutes of March 17, 2009
Vote: 2-2-0 (Mr. Cascella and Mr. Walsh abstained). Motion **APPROVED**.

Mr. Heiser made and Mr. Ulmer seconded a motion to approve the BOF Minutes of March 30, 2009;

March 31, 2009; April 1, 2009; April 2, 2009; April 22, 2009; May 12, 2009; and the BOF Minutes of May 19, 2009.

Vote: 3-1-0 (Mr. Walsh abstained). Motion **APPROVED**

TAX COLLECTOR’S REPORT

Fiscal Year Ending 6/30/2009									Prior Yr
TAX COLLECTOR’S REPORT (\$ in millions)								%	as %
	BDGT	Q1	Q2	Q3	April	May	Y-T-D	Clctd	of Actua
Current Taxes	\$ 105.6	\$31.6	\$27.4	\$23.4	\$ 20.3	\$ 2.4	\$ 105.1	99.60%	99.61%
Supplemental MV	\$ 0.8	\$ -	\$ 0.3	\$ 0.3	\$ -	\$ -	\$ 0.6	80.61%	99.42%
Prior Year Clctns	\$ 0.5	\$ 0.3	\$ 0.2	\$ 0.1	\$ -	\$ 0.1	\$ 0.7	130.22%	95.13%
Int. & Lien Fees	\$ 0.3	\$ 0.1	\$ 0.1	\$ 0.1	\$ -	\$ 0.1	\$ 0.3	102.95%	87.15%
As of 5/31/09	\$ 107.1	\$32.0	\$27.9	\$23.9	\$ 20.4	\$ 2.5	\$ 106.7	99.62%	99.55%

TREASURER’S REPORT/DISCUSSION

CONTROLLER’S REPORT

Transfer #200908

The Ridgefield Arts Council (RAC) is requesting that the Town participate in support of a grant from the Connecticut Commission on Culture and Tourism. RAC is requesting a contribution of \$1,152 which represents 20% of the total cost of related programs. The grant from the State is for \$4,608 and represents 80% of the programs costs.

INCREASE:

71707-44791 Ridgefield Arts Council Trust Fund \$1,152

DECREASE:

10890-59101 General Contingency \$1,152

Mr. Heiser made and Mr. Walsh seconded a motion to approve Transfer #200908 as presented.

Vote: 3-1 (Mr. Cascella voted against the motion.) Motion **APPROVED**.

Transfer #200909

Police Special Services Revenue was budgeted at \$48,000 and Special Duty Expense was budgeted at \$15,000; however, actual for the year will be higher. I estimate that Special Services Revenue and Expense could be as

high as \$275,000 and \$235,000, respectively, for the year. The following transfer has no net impact on Fund Balance but is necessary so that the Police Patrol Expense line item does not close the year over budget.

INCREASE:

10903-44230	POLICE – SPECIAL SERVICES REVENUE	\$220,000
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INCREASE:

10401-51020	POLICE – SPECIAL SERVICES EXPENSE	\$220,000
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Mr. Cascella made and Mr. Walsh seconded a motion to approve Transfer #200909 as presented.
Vote 4-0. Motion **APPROVED**.

Transfer #200910

Ambulance Revenue was budgeted at \$725,000 and the related Ambulance Billing Expense (10% fee paid to a third party for billing and collecting) were budgeted at \$67,352; however, actual for the year will be higher. I estimate that Ambulance Revenue could be as high as \$830,000 which would result in Ambulance Billing expenses of approximately \$83,000 for the year. The following transfer has no net impact on Fund Balance but is necessary so that the EMS Expense line item does not close the year over budget.

INCREASE:

10903-44242	FIRE – AMBULANCE SERVICES REVENUE	\$ 20,000
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INCREASE:

10502-52414	FIRE – AMBULANCE BILLING EXPENSE	\$ 20,000
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Mr. Cascella made and Mr. Heiser seconded a motion to approve Transfer #200910 as presented.
Vote: 4-0. Motion **APPROVED**.

Transfer #200911

Snow Material costs were budgeted at \$130,000, Highway Overtime was budgeted at \$120,000 and Snow Contractor costs were budgeted at \$45,000, however, actual for the year will be higher. Through May 2009, Snow Material costs, Highway Maintenance Overtime and now related Outside Contractor costs were unfavorable to budget. These additional costs are being offset by Road Sweeping cost savings and other overall Town-wide cost saving initiatives.

The following transfer has no net impact on Fund Balance but is necessary so that the Highway and Snow related Expense line items do not close the year over budget.

INCREASE:

10603-53210	SNOW REMOVAL MATERIAL	\$150,000
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10602-51007	HIGHWAY MAINT – OVERTIME	\$ 80,000
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10605-52204	ROAD MAINT- CONTRACTORS	\$ 30,000
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DECREASE:

10605-52202	ROAD MAINT – ROAD SWEEPING	\$ 50,000
10060-51005	IT – PT SALARIES	\$ 50,000
10150-51001	BUILDING – FT SALARIES	\$ 25,000
10356-51001	REC CENTER – FT SALARIES	\$ 25,000
10401-51001	POLICE PATROL – FT SALARAIES	\$ 50,000
10501-51001	FIRE FIGHTING – FT SALARIES	\$ 60,000

Mr. Cascella made and Mr. Walsh seconded a motion to approve Transfer #200911 as presented.
 Vote: 4-0. Motion **APPROVED**.

Transfer #200912

Represents a re-class between Town Utilities Heating Fuel and Venus Building Heating Fuel.

The following transfer has no net impact on Fund Balance but is necessary so that these line items do not close the year over budget.

INCREASE:

10682-52051	VENUS HEATING OIL	\$ 50,000
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DECREASE:

10690-52051	TOWN UTILITIES HEATING OIL	\$ 50,000
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Mr. Cascella made and Mr. Walsh seconded a motion to approve Transfer #200912 as presented.
 Vote: 4-0. Motion **APPROVED**.

STATUS OF LEASE ANALYSIS
GFOA CERTIFICATE OF ACHIEVEMENT

OLD BUSINESS

NEW BUSINESS
COMMUNICATIONS & CORRESPONDENCE

ADJOURNMENT

A motion was made by Mr. Heiser and seconded by Mr. Walsh to adjourn the meeting at 9:55 p.m.

Vote: 4-0. Motion **APPROVED**.

Respectfully submitted,
 Karen Rodgers, Recording Secretary

