

**Chester Board of Finance – Board of Selectmen  
Special Workshop Meeting, April 15, 2014  
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1. Roll Call

The Chester Boards of Finance and Selectmen held a Special Workshop Meeting on Tuesday, April 15, 2014, at the Chester Town Hall, 203 Middlesex Avenue, Chester, Connecticut. In attendance for the Board of Selectmen were First Selectman Ed Meehan, Selectman Tom Englert and Selectman Larry Sypher. In attendance for the Board of Finance were Virginia Carmany, Bob Gorman, Joyce Aley, Richard Nygard and Lori Ann Clymas. First Selectman Meehan called the meeting to order at 7:30 PM.

2. Audience of Citizens – none.

3. Review of Draft FY 14-15 Proposed Budget, Estimated 2013-2014 and 2014-2015 Fund Balances, Discussion of 5 Year CIP and Pre-Funding Options FY 14-15

There was discussion regarding money being taken from the Fund Balance and putting it into the Capital Budget and how it shows in the budget. It should be more than just a footnote. First Selectman Meehan explained the process is to adopt the Operating Budget, then the Capital and in conjunction with the Capital to approve using \$350,000 from Surplus to prefund Capital. It was agreed there should be a column for proposed transfer from Fund Balance to Capital.

Lori Ann Clymas noted she didn't see anything regarding town buildings. First Selectman Meehan noted there will be a new line item for this to be pre-funded so it doesn't only show as a footnote.

First Selectman Meehan indicated it should be noted this is a zero budget change proposing to collect the same amount in taxes next year as this year. That is achieved by assigning \$13,000+ from Fund Balance and the other \$165,000 because of increased revenue sources.

The April 30<sup>th</sup> Budget Public Hearing was reviewed. Chairman Carmany noted she will not be present for that hearing. First Selectman Meehan noted he will have a Power Point Presentation and Dr. Levy will be present representing the School District.

First Selectman Meehan briefly reviewed the Town's retirement plans. He indicated there have been conversations going on in other local towns regarding increased retirement benefits for the Fire Department.

Chairman Carmany asked what the encumbrances were shown on the estimated Fund Balance page. First Selectman Meehan explained these were projects approved and contracted for in the last fiscal year, but didn't get done until this fiscal year, such as 3

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road drainage projects (Ridge Road, Wig Hill Road and Cedar Lake Road).

There was a brief discussion regarding the percentage being retained for the Fund Balance. It was noted Chester has an excellent tax collection rate which is pretty much in line with other local towns.

First Selectman Meehan noted there had been previous discussions when Dr. Levy was present regarding long range enrollment projections. Chester is down almost 5 percentage points. There also was discussion as to when to hold the Town Meeting for the appropriation of \$41,527 from the unassigned General Fund to the Chester Board of Education to satisfy the State Statute for the Minimum Budget Requirement. It was decided to do this at a BOF Special Meeting to be held immediately following the Budget Public Hearing on April 30<sup>th</sup>.

4. FY 14-15 Proposed Budget and 5 Year CIP Public Hearing Presentation April 30, 2014
  - Board of Selectmen Recommendation to Board of Finance
  - Board of Finance Recommendation to Present Proposed FY 14-15 Budget

First Selectman Meehan noted it was a consensus of the Board of Selectmen to send the FY 14-15 Proposed Budget and 5 Year CIP to the Board of Finance.

**Motion by Clymas, second by Nygard, to recommend to Public Hearing a 2014-2015 budget as discussed in the total amount of \$12,507,736.00, an increase of \$178,796.00 over the current budget. The proposed budget recommends a zero increase in tax collection. UNANIMOUSLY APPROVED.**

It was noted the Budget Public Hearing will be on April 30<sup>th</sup> with a BOF Special Meeting immediately to follow. The Town Meeting to accept the Budget will be May 22<sup>nd</sup>.

5. Audience of Citizens – none.

6. Adjournment

**Motion by Carmany, second by Englert, to adjourn at 8:10 PM. UNANIMOUSLY APPROVED.**

Respectfully submitted,



Judith R. Brown, Recording Secretary