

Received: April 22, 2016
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Office of the Town Clerk

Special Board of Finance
6:30 p.m., Friday, April 8, 2016
2nd Floor Conference Room, Town Hall

Meeting Minutes

1. Call to order

Lorraine Coe called the meeting to order at 6:30 p.m.

In attendance: Lorraine Coe, Rosemarie Naples, Chuck Stengel, Laurie Tuttle, Molly Nolan

Absent: Martin Anderson

Others in attendance: Maryjane Malavasi, Carleton Stoup

2. 2016-2017 Budget

M. Malavasi reported to members that at the March 29th meeting with Middlefield the following budget changes were made:

- Durham Middlefield Youth and Family Services were notified that they would be losing a \$4,800 grant that they used to fund a children's nutrition program in Region 13 schools. After discussion with Middlefield both Boards agreed that it is important to keep the program funded at a 50/50 split with Middlefield.
- DMIAAB submitted a revised budget in the amount of \$344,434.

Board members discussed elected officials and non-union employee salaries. They reviewed and discussed the union contract and Compensation Review Personnel Policy recommendations. They also discussed changes in social security and health insurance. The new union contract requires all employees to participate in a Health Savings Account (HSA) effective July 1, 2016. The town will be contributing 100% of the applicable deductible.

MOTION BY LORAIN COE, SECONDED BY ROSEMARIE NAPLES TO KEEP ELECTED OFFICIALS AT CURRENT BASE PAY FOR FY2016-2017. L. COE, L. TUTTLE, C. STENDEL, R. NAPLES; AYE. M. NOLAN; OPPOSED.

MOTION BY LORAIN COE, SECONDED BY CHUCK STENDEL TO INCREASE NON-UNION EMPLOYEES SALARIES BY 2% FOR FY2016-2017. ALL AYE

MOTION BY CHUCK STENDEL, SECONDED BY LAURIE TUTTLE TO REOPEN #2525 HEALTH BENEFITS TO INCREASE #105 HEALTH INSURANCE TO \$561,508 AND #144 WORKERS COMP TO \$100,275. ALL AYE

MOTION BY CHUCK STENDEL, SECONDED BY LAURIE TUTTLE TO REOPEN #2505 SOCIAL SECURITY TO INCREASE TO \$147,824. ALL AYE

MOTION BY CHUCK STENDEL, SECONDED BY MOLLY NOLAN TO REOPEN #6015 CONTINGENCY FOR UNION NEGOTIATIONS TO REDUCE TO ZERO. ALL AYE

MOTION BY ROSEMARIE NAPLES, SECONDED BY MOLLY NOLAN TO REQUEST THE BOARD OF SELECTMEN TAKE TO TOWN MEETING A TOTAL TOWN BUDGET FOR FY16-17 IN THE AMOUNT OF \$6,930,851, LESS STATE AND LOCAL REVENUES OF \$1,489,990, FOR A NET TOWN BUDGET OF \$5,440,861. ALL AYE

MOTION BY CHUCK STENDEL, SECONDED BY MOLLY NOLAN TO ADJUST EDUCATIONAL COST SHARE TO \$3,778,017 ACCORDING TO CONNECTICUT CONFERENCE OF MUNICIPALITY CORRESPONDENCE DATED APRIL 8, 2016. ALL AYE

3. PowerPoint Presentation

Changes reflected at this meeting will be made to the presentation.

4. Retro-active salaries as of July 1, 2015

The union contract was approved with a COLA of 1.75% for all union employees. In addition, the budget also needs to be adjusted for the 53rd week. The Road Foreman budget shows a reduction due to a change in staff.

413501-51605	Assistant Tax Collector	990
411901-51610	Finance Clerk	990
413101-51610	Assistant Assessor	2,116
415102-51610	Administrator Coordinator	2,116
431002-51605	Road Foreman	(4,582)
430102-51610	Road Crew	14,245
442701-51610	Human Services Coordinator	1,323
450101-51610	Library Staff	310
450301-51605	Recreation Director	2,116
510005-52200	Social Security	13,025

MOTION BY LAURIE TUTTLE, SECONDED BY MOLLY NOLAN TO TRANSFER \$32,649 FROM #980015-56900 CONTINGENCY FOR UNION NEGOTIATIONS TO THE SALARY LINES INDICATED ABOVE. ALL AYE

5. Additional Appropriation – OSHA

M. Malavasi stated that the settlement of Conn-OSHA penalties assessed on February 22, 2016 to various buildings owned by the Town of Durham during the recent audit was reduced at an informal conference held on March 9, 2016 from \$1,940 to \$1,164.

MOTION BY ROSEMARIE NAPLES, SECONDED BY MOLLY NOLAN TO TRANSFER \$1,164 FROM CONTINGENCY TO #9520068-57200 GENERAL BUILDING MAINTENANCE FOR SETTLEMENT AGREEMENT MADE WITH CONN-OSHA. ALL AYE

6. Additional Appropriation – Asbestos Removal – Library

During the February 22, 2016 Conn-OSHA audit it was noted that there was a possible issue in the library with asbestos in the basement. The decision was made to remove and dispose of all asbestos tile flooring and associated adhesive from the original building mechanical room, adjacent rear entry, room at the bottom of the stairs and the closet. Building Inspector, Dick McManus is seeking three quotes per the town's procurement policy. So far two have been received. \$12,400 Murdock Asbestos, and \$5,900 Abatement Industries Group Inc. He is still waiting on a third from Environmental Remediation Division to determine what the best course of action is. The work needs to be done prior to the start of the energy project through Eversource.

MOTION BY ROSEMARIE NAPLES, SECONDED BY MOLLY NOLAN TO TRANSFER NO MORE THAN \$12,400 FROM CONTINGENCY TO #9520068-57200 GENERAL BUILDING MAINTENANCE FOR ASBESTOS REMOVAL FROM THE LIBRARY BASEMENT. ALL AYE

7. Public comment

Carleton Stoup asked if the tiles at the library were tested to make sure they are asbestos. M. Malavasi stated she would ask Dick McManus.

8. Adjournment

Meeting adjourned at 8:50 p.m.

Respectfully submitted,
Beth Moncata