

Board of Selectmen
REGULAR MEETING
December 2, 2014 – 4:00 PM
Town Hall
MINUTES

1.0 Selectman Linda Finelli called the meeting to order at 4:06 p.m. Selectman John Bendoraitis and Administrative Assistant Patti Handy were present; First Selectman Joyce Okonuk joined the meeting at 4:10 p.m. Guests included Bill Alleman from Edward Jones, Town Treasurer James Forrest and Finance Director Veronica Calvert. Audience: 4.

2.0 **Public Forum** – None

3.0 **Correspondence** – None

4.0 **Discuss and act upon Treasurer's Report** Bill Alleman of Edward Jones presented an update on the Town's Endowment Funds. Alleman distributed an analysis of the account growth and provided an overview of the various accounts. The projected annual income from the account has grown substantially from approximately \$73,000.00 in July 2014 to approximately \$80,000.00 as of Dec 2014 due to the investment changes made in the account by the BOS. Per the Town's Investment Policy, only the income from the investments can be used, so the increase is significant. Alleman made some suggestions regarding moving funds from certain low-yielding stocks and a small amount of cash into bonds to move towards the goal of rebalancing the investments; Bendoraitis, Okonuk and the Treasurer agreed to Alleman's suggestions. **Motion made by Bendoraitis/Okonuk to sell all holdings in Morgan Stanley, Citigroup and Discover Financial Services and \$20,000 of Mondelez International at market value and use half of the proceeds to purchase short-term (less than or equal to 6 year maturity) bonds with a Yield to Worse (YTW) of greater than or equal to 2% and to use the remaining half of the proceeds to purchase intermediate-term (6 to 15 year maturity) bonds with a YTW of greater than or equal to 3.5%. Vote: Yes (2) Okonuk and Bendoraitis, Abstain (1) Finelli. Motion carries.**

5.0 **Minutes**

5.1 **Motion made by Bendoraitis/Finelli to approve the minutes from the November 18, 2014 Special Meeting. Vote: yes, unanimous.**

5.2 **Motion made by Finelli/Okonuk to approve the minutes from the November 25, 2014 Special Meeting. Vote: Yes, unanimous.**

6.0 **New Business**

6.1 Cathe McCall, Chairman of the Library Board of Trustees and Julie Culp, Library Director were present to discuss a recommendation from the Hugh Trumbull Adams Board of Trustees regarding the Mary Trumbull Adams Book Fund. The HTA Board of Trustees has recommended that the Library utilize 4% of the fund annually for the purchase of books and materials for the Library. However, as the Town's Investment Policy will not allow the expenditure of any principle, the available income is dependent on the yield from the investments. At the present time the yield is approximately 3% which is higher than in previous years. McCall and Culp agreed that the policy must be adhered to. A general discussion continued as to the expenditure and expectation of grants from previous years. Okonuk recommended she prepare a letter to the HTA Board outlining the town's investment strategy to assist them in understanding the town's investment objectives.

6.2 Finance Director Veronica Calvert was present to discuss a maturing six-month Certificate of Deposit (CD) at Savings Institute Bank & Trust which is related to the discussion in **Item 6.1** above as the CD in question is entitled Waterman Wilson Books. Discussion continued as to the best way to realize the income from this account. It was decided that the balance of the CD should be invested along with the funds discussed in **Item 4.0** above. **Motion made by Okonuk/Bendoraitis to close the Waterman Wilson Books, Account # 440029835 at the Savings Institute Bank & Trust as of its mature date of 12-15-14 and to invest all proceeds of the total value into the Town Endowment Fund managed by Edward Jones, maintaining the name and individual identity of the fund within the records of the Finance Office. Vote: Yes (2) Okonuk and Bendoraitis, Abstain (1) Finelli. Motion carries.**

Motion made by Bendoraitis/Okonuk to add the proceeds of the sale of the Waterman Wilson Books, Account #440029835 to the sale/buy instructions as previously laid out under Item 4.0 above. Vote: Yes (2) Okonuk and Bendoraitis, Abstain (1) Finelli. Motion carries.

6.3 No further updates to report.

6.4 Tax Collector Joyce Hofmann joined the meeting at 5:45 p.m. to request authorization to refund delinquent interest on WPCA user fees that were inadvertently charged to residents who had not yet connected to the new sewer system, as recommended by town counsel. **Motion made by Okonuk/Finelli to authorize the Tax Collector to refund delinquent interest on WPCA user fees that were inadvertently charged to residents who had not yet connected to the Amston Lake sewer system. Vote: Yes, unanimous.**

6.5 The Selectmen reviewed a quote to paint the Town Hall exterior trim. As the estimate was in excess of \$7,500 the Board agreed the project must be advertised through a public bid as per Bidding Ordinance.

6.6 Okonuk explained the recent problems with the septic system at the Senior Center. There were multiple issues involving the floats and the electronics in the panel. Okonuk has worked with Bob Cady on the electronics and Wentworth Septic for the float issue and the repairs are now being completed.

6.7 Motion made by Finelli/Bendoraitis to approve a payment of \$650.00 to “Into the Night” for music and \$60.00 to Lebanon Ink Shoppe for invitations for the 2014 New Year’s Eve Ball. Vote: Yes, unanimous.

7.0 Old Business

7.1 Okonuk provided an update on the replacement of the kitchen stove at the Fire Safety Complex. As the model of electric stove that was previously proposed exceeds the capacity of the current electrical system, the sales representative was asked if another model may serve the town’s purpose yet be capable of functioning on the existing electrical installation. Okonuk received specifications from the vendor for an alternative stove and has forwarded them to Nichols and Son Electric for review and comment.

7.2 The repairs to the furnace at the Fire Safety Complex are finally completed and the system has been working consistently for the past couple of days. Okonuk is working with the President of Emcore to negotiate the cost for the extensive services and repairs that the town has been billed. Emcore has expressed an interest in reducing the overall costs in solving the furnace problem. Once the exact amount is known, Okonuk will request this emergency repair be approved for TIP payment from the Board of Finance.

8.0 Appointments

8.1 Okonuk expressed interest in being appointed to the WPCA to help facilitate their day-to-day operations, especially in light of the Notice to Connecticut that has a deadline for January. The Selectmen, however, felt that she should remain separate from the WPCA and not assume the additional responsibilities of this appointment. No action.

8.2 Motion made by Finelli/Bendoraitis to appoint Kristina Johnson to the Rec Commission to fill a vacancy with a term to expire on 2/1/2016. Vote: Yes, unanimous.

9.0 Reappointments

9.1 Motion made by Okonuk/Finelli to reappoint Barbara Archer, Bob Leone and Linda Finelli to the Summer Dance Fest Committee for three (3) year terms to expire on 1/8/2018. Vote: Yes (2) Okonuk and Finelli, Abstain (1) Bendoraitis. Motion carries.

10.0 Police Report - The Selectmen reviewed the activity report for November as provided by the Resident State Trooper and noted that motor vehicle accidents were slightly increased.

11.0 Motion made by Okonuk/Finelli to approve the following Tax Refunds for November:

Butler, Kimberly B.	\$46.36
Ansich, Michael P. Jr. or Ansich Mary J.	\$33.69

Vote: Yes, unanimous.

12.0 Financial Reports - The Selectmen reviewed the monthly financial report and noted that the Buildings and Grounds account will run over due to the repairs to the furnace at the Fire Safety Complex. They will be bringing a request to the Board of Finance to transfer the cost of these repairs to the TIP account.

13.0 Motion made by Okonuk/Finelli to adjourn at 6:04 p.m. Vote: Yes, unanimous.

Respectfully Submitted,



Joyce R. Okonuk, First Selectman