

**Regular Meeting of the Eastford Board of Selectmen
Monday, March 2, 2015, 7:00 PM
Eastford Town Office Building
16 Westford Road
Eastford, CT 06242**

Agenda

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1. Call to Order
 2. Citizens Comments
 3. Approval of Minutes
 - Regular meeting of the Board of Selectmen on February 4, 2015
 - Special meeting of the Board of Selectmen on February 18, 2015
 - Special meeting of the Board of Selectmen on February 25, 2015
 4. Assessor's Report on Grand List/Carol Crawford
 5. Building Inspection Fee Schedule/Joe Pajak
 6. Approval of Municipal Reserve Fund Policy
 7. Appointment of Jim Trowbridge to the Camp Nahaco Park Commission
 8. Approval of Property Tax Refunds
 9. Acquisition of Tax Owed Property
 10. First Selectman's Report
 11. Communications
 - Loretz – to – Andersen/Clean Energy
 - CCM List of Legislative Actions 2015
 - Proposed House Bill 5709
 - State Police Report – January 2015
 - 2015 MORE Commission Initiatives
 - Merrill News Release
 12. Add to the Agenda upon two-thirds vote of members present and voting
 13. Citizens Comments
 14. Adjournment

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Present: Arthur Brodeur/First Selectman, Terry Cote/Selectman, Robert Torcellini/Selectman

Call to Order:

AB called the meeting to order at 7:00 pm.

Citizens Comments:

Jim Trowbridge said the Transfer Station Committee recommends leaving the fee of the annual Transfer Station Permits at \$40 for the next fiscal year.

He said he didn't understand why there was a request for \$22,750 at a LoCIP Committee Meeting by the Camp Nahaco Park Commission when they clearly stated at the last Nahaco meeting that they would not ask for tax dollars.

Approval of Minutes:

RT/TC moved to approve the minutes of the regular Board of Selectmen meeting on February 4, 2015, the special Board of Selectmen meeting on February 18, 2015, and the special Board of Selectmen meeting on February 25, 2015. Unanimous

Assessor's Report on Grand List/Carol Crawford:

The Grand List is \$141,703,470, a .30% - \$10,684 increase.

Building Inspection Fee Schedule/Joe Pajak:

This is tabled until the next meeting. Joe Pajak was not here.

Approval of Municipal Reserve Fund Policy:

AB/TC moved adoption of the Municipal Reserve Fund Policy. Unanimous

MUNICIPAL RESERVE FUND POLICY

The purpose of the Municipal Reserve Fund is to finance Eastford's capital and nonrecurring expenditures needs not otherwise provided for by recurring state support (for example, major road improvements projects) or by other grant awards.

Eastford's Ten Year Capital Improvement Plan is key to the prudent management of the Municipal Reserve Fund, as it annually updates the projected needed cash flow into the Municipal Reserve Fund for the subsequent ten years.

The primary source of ongoing funding for the Municipal Reserve Fund is the annual budgeted transfer in from the General Fund based on Eastford's Unassigned Fund Balance Policy. In addition to that, the governing statute allows for the General Fund to budget a portion of current year taxes collected as an additional transfer.

Transfers under the Unassigned Fund Balance Policy are highly variable as they derive from annual unanticipated revenue and unexpended budget appropriations.

Unanticipated revenue can come from state grants flowing to the General Fund in excess of what was anticipated at the time that Eastford's budget was approved. Local revenues often exceed expectations due to the unexpected collection of back taxes or the sale of capital assets, such as equipment and vehicles that are being replaced. Unexpended budget appropriations occur when Town Government and/or the Board of Education do not spend all of their annual budget appropriations.

*The goal of our Municipal Reserve Fund is to anticipate our long term capital needs and maintain a **reserve** to adequately fund them. The need is large, and as hard as we try, our needs cannot always be precisely quantified or timed in advance (as the most obvious example, the acquisition of "open space" land). The funding side of the Municipal Reserve Fund is even more unpredictable.*

*We are therefore setting as our long term goal to grow Eastford's Municipal **Reserve** Fund over time, so that one day it approximates the amount needed to fund the subsequent four years of anticipated capital improvement projects. This should provide a sufficient cushion to offset temporarily weak inflows from the General Fund, and cover any unanticipated projects including "open space" land acquisition opportunities that may arise.*

We should always expect wide fluctuations in the balance of the Municipal Reserve Fund regardless of this target, but with this policy, and by not specifying projects within the Municipal Reserve Fund prior to their appropriation in the current Municipal Reserve Fund Budget, we have established a sound flexible financial strategy to address Eastford's future capital improvement needs.

Appointment of Jim Trowbridge to the Camp Nahaco Park Commission:
AB/RT moved to appoint Jim Trowbridge to the Camp Nahaco Park Commission to fill a vacancy.

Approval of Property Tax Refunds:
TC/RT moved to approve the property tax refunds as submitted by the Tax Collector. Unanimous

Acquisition of Tax Owed Property:
AB/RT moved to accept title of 2 tax owed properties on Kennerson Road. Unanimous

First Selectman's Report:

- **Update of Mill Bridge Road Project**
- **Update of AB's conversation with First Selectman Allan Walker of Woodstock regarding Camp Nahaco. Specifically drawing up an agreement for the Caretaker, discussion of \$10,000 in Woodstock's budget, and Woodstock's STEAP Grant application. AB updated him on the band fest plan.**
- **Update of meeting with State Comptroller with a discussion of the Governor's budget**
- **Update of Connector Roads – Formal notification has not been received**
- **Concept Plan for downtown Eastford.**
- **Whitcraft received a major contract for \$234 million**
- **Town crew has done a magnificent job on the roads**
- **FEMA submission of \$22,000 for the blizzard**

- **Increase in insurance for computer fraud**

Communications:

- **Loretz – to – Andersen/Clean Energy**
- **CCM List of Legislative Actions 2015**
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- **2015 MORE Commission Initiatives**
- **Merrill News Release**

Add to the Agenda:

None

Citizens Comments:

Jim Trowbridge wants to meet with the First Selectman to discuss the possibility of appointing a panel for the Camp Nahaco Park Commission to bring any issues to the Boards of Selectmen and then back to the Commission.

Adjournment:

TC/RT moved to adjourn at 7:50 pm. Unanimous

Respectfully submitted by: _____
Brenda A. Willis, Secretary

Approved, April 6, 2015 _____
First Selectman, Arthur W. Brodeur