

SHARON BOARD OF FINANCE
Draft until approved at the next regular meeting

A regular meeting of the Sharon BOF was held on December 10, 2019 at 7PM. Present were regular members Dignacco, Bartram, Robertson, Bancroft and Fowler; alternates O'Kelly and Ensign; Auditor Sinnamon, Selectman Flanagan, Parks & Recreation Committee members Christensen & Thompson, Recreation Director Andrulis Mette, First Selectman Colley (8:10) and the secretary.

Chairman Dignacco called the meeting to order at 7:02.

Mr. Bartram made a motion to adopt the agenda as presented, seconded by Ms. Fowler. Mr. Ensign was made a voting member for this meeting. Vote on motion – unanimously carried.

Election of Officers:

Chairman - Mrs. Robertson nominated Karen Dignacco, seconded by Mr. Bartram. With no other nominations – unanimously approved.

Vice Chairman - Ms. Fowler nominated Thomas Bartram, seconded by Mr. Bancroft. With no other nominations – unanimously approved.

Secretary – Mrs. Robertson nominated Harding Bancroft, seconded by Ms. Fowler. With no other nominations – unanimously approved.

There were no public comments on agenda items.

Auditor George Sinnamon reviewed with the Board the draft audit for fiscal year ending June 30, 2019 for the General Fund and the Sewer & Water Commission. The 6/30/19 General Fund Undesignated Fund Balance was \$2,378,933. Mr. Sinnamon explained how the funds approved at Town Meeting for various expenditures outside the budget are shown in the audit. The Board had a question regarding the potential liability to the Town on the item for the Town Meeting this Friday – whether the Town should approve co-signing a loan for the Sharon Housing Authority. If approved, yes the Town is guaranteeing loan payments and could be responsible for the payments. The Board can decide on the actual structure later – take to Town Meeting setting up a separate fund for the potential amount that could be expended. As the SHA is a separate entity, the Town does not see their audits. Mr. Sinnamon highly recommended that the BOF see a copy in order to get an idea of how financially stable they are. It was also mentioned that it has never been discussed if this first potential financial assistance is an expense to the Town or is it a loan. This will need to be discussed at a later time. It was agreed to discuss the SHA financial situation every quarter. The Board thanked Mr. Sinnamon for coming to this meeting.

A correction needs to be made in the 9/17/19 minutes – page 2, 2nd paragraph, 3rd line, delete the first “together”. Ms. Fowler made a motion to approve these minutes as corrected and the 11/19/19 minutes as written, seconded by Mrs. Robertson, with all in favor.

Members of the Parks & Recreation Committee were present to further discuss their request to the BOF to approve to Town Meeting expending up to \$14,953 out of their portion of the Capital Non-recurring Account for tennis court repairs. Chairman Christensen passed out information giving the background on the courts and maintenance done over years. The requested funds would repair cracks, clean and resurface the courts. The Board asked various questions concerning fencing repair, maintenance plans once this work is complete and what is the plan to have the estimated \$180k for total replacement

available when the time comes. In the information submitted, there was a DRAFT five year plan for all the assets under the jurisdiction of the Parks & Recreation Committee (this has not been approved by the Committee). It is felt that these repairs will extend the life of the courts at least 3 – 5 years. Mr. Bartram made a motion to approve the request to Town Meeting, seconded by Ms. Fowler. It was noted in the discussion that the budget line item for tennis court maintenance will be increased in the next budget. Vote taken on motion = carried unanimously.

The Non-major Funds Balance Sheet was reviewed. The State Aide for Roads has not yet been received. The Selectmen's budget vs actual report was reviewed page by page with questions asked and anticipated overages explained. Tax Collector Donna Christensen explained the back tax balance report. She is anticipating a tax sale in the spring. The Board thanked her for staying and liked the summary report.

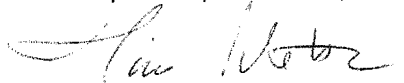
With Casey Flanagan being elected Selectman, there is a regular member position vacancy. It is up to the BOF to appoint an individual to fill the vacancy to 11/16/2021. Ms. Fowler nominated Cody O'Kelly, seconded by Mr. Bancroft and Mrs. Robertson nominated Robert Duncan, seconded by Mr. Bartram. Each Board member offered their opinion on how this vacancy should be filled. Vote taken on nominees: O'Kelly – Fowler, Bancroft and Bartram; Duncan – Dignacco, Robertson and Ensign. As no one knew how to proceed as the voting was tied, Ms. Fowler made a motion to table the vote until the Board finds out what the next step is, seconded by Mrs. Robertson. The Recording Secretary will contact the Town Attorney for his opinion. Vote taken on motion – carried unanimously.

The Board of Education has submitted their annual request that all unexpended funds from their 2018-2019 budget be placed in the Capital Non-recurring Account. Per the Auditor this amount is \$29,129. Ms. Fowler made a motion to approve the request, seconded by Mrs. Robertson, with all in favor.

Mr. Colley commented that the items on the Five-Year Capital Improvement Plan are in process. The BOF prioritized the first three items at their September 17, 2019 meeting.

With nothing further, Mr. Bancroft made a motion to adjourn, seconded by Ms. Fowler, with all in favor. The meeting was adjourned at 9:31.

Respectfully submitted,



Tina Pitcher, Recording Secretary

NEXT REGULAR MEETING: MARCH 19 7PM

HAPPY HOLIDAYS AND HAPPY NEW YEAR

2

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2019 DEC 11 A 8:27

SHARON TOWN CLERK

SHARON CENTER SCHOOL

80 Hilltop Road, Sharon, CT 06069
(860) 364-5153 • FAX: (860) 364-5473

November 8, 2019

Karen Dignacco
Board of Finance Chairperson
Sharon Town Hall
Sharon, CT 06069

Dear Karen:

The Sharon Board of Education would like to request that all unexpended funds from the 2018-2019 budget be placed in the non-recurring account.

Sincerely,



Doug Cahill
Sharon Board of Education Chair

dc/cmw