

Town of Canton - Board of Finance
Regular Meeting
Monday, August 15, 2016 7:00pm
Community Center – Conference Room F

1. Call to order by Chairman.
2. Public forum
3. TIF Presentation – information to be forwarded next week
4. Monthly Report - Finance Officer/Treasurer.
 - a. Year-to-Date Revenues – including Recreation, EMS, Transfer Station, WPCA Special revenue funds and Sewer Assessment – July 2016
 - b. Investment Income Reports – July 2016
 - c. Cash and Investment Account Balances – July 2016
 - d. Tax Collection Report – July 2016
 - e. Year-to-Date Expenditure reports – BOS – July 2016
 - f. Year-to-Date Expenditure reports – BOF – July 2016
 - g. Year-to-Date Expenditure reports – special revenue funds – July 2016
 - h. Year-to-Date Expenditure reports – BOE (No Reports Received)
 - i. Year-to-Date Expenditure reports – June 2016 will be presented at September meeting
 - j. Self-Insurance Fund – claims and admin expense report - e-mailed when received
5. Board of Selectmen’s Updates and Referrals.
6. Board of Education Updates and Referrals.
7. New Business
Review proposal to construct a Public Works Facility at 50 Old River Road – information to be forwarded after August 10th BOS meeting.
8. Old Business
9. Approval of Minutes of the July 18, 2016 Regular meeting
10. Informational items.
 - a. Board of Selectmen minutes.
 - b. Board of Education minutes.
11. Next Meeting - Regular Meeting Monday, September 19, 2016 at 7:00pm
12. Adjournment.

4a(1)

GENERAL FUND- JULY 2016

FOR 2017 01

ACCOUNTS FOR:	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
---------------	--------------------	-----------------	--------------------	--------------------	-------------------	----------

30 TAX COLLECTIONS

1002080 31100	CURRENT YEAR TAX COL	32,289,326	32,289,326	15,921,180.83	15,921,180.83	16,368,145.17	49.3%
1002080 31101	CURRENT YR MOTOR VEC	250,000	250,000	.00	.00	250,000.00	.0%
1002080 31900	PRIOR YEAR TAX COLLE	140,000	140,000	16,383.74	16,383.74	123,616.26	11.7%
1002080 31901	PRIOR YEAR SUSPENSE	4,000	4,000	390.78	390.78	3,609.22	9.8%
1002080 31902	TAX INTEREST AND LIE	60,000	60,000	3,488.60	3,488.60	56,511.40	5.8%
TOTAL TAX COLLECTIONS		32,743,326	32,743,326	15,941,443.95	15,941,443.95	16,801,882.05	48.7%

31 INVESTMENT INCOME

1002090 36100	INTEREST REV- STIF	4,000	4,000	547.71	547.71	3,452.29	13.7%
1002090 36101	INTEREST REV-PEOPLES	50,000	50,000	.00	.00	50,000.00	.0%
1002090 36106	INTEREST REV-WEBSTER	6,000	6,000	356.10	356.10	5,643.90	5.9%
1002090 36108	INTEREST INC-SCHOOL	0	0	1.76	1.76	-1.76	100.0%
TOTAL INVESTMENT INCOME		60,000	60,000	905.57	905.57	59,094.43	1.5%

32 PERMITS & LICENSES

1000000 33120	TELECOMMUNICATION PR	27,000	27,000	.00	.00	27,000.00	.0%
1000009 36615	BOE TUITION - PRESCH	15,000	15,000	.00	.00	15,000.00	.0%
1000009 36620	BOE TUITION - HARTPO	130,000	130,000	.00	.00	130,000.00	.0%
1001110 32240	HUNTING/FISHING LICE	100	100	3.00	3.00	97.00	3.0%
1001110 32250	MISC PERMITS & LICEN	10,000	10,000	1,009.00	1,009.00	8,991.00	10.1%
1001110 32260	DOG LICENSES	1,300	1,300	246.00	246.00	1,054.00	18.9%
1004440 32210	F/M PERMITS & FIRE R	600	600	75.00	75.00	525.00	12.5%
1007065 32210	BUILDING LICENSES &	138,000	138,000	11,853.27	11,853.27	126,146.73	8.6%
1007410 32000	LICENSES & PERMITS	1,200	1,200	262.00	262.00	938.00	21.8%
1007430 32000	ZONING LICENSES & PE	2,000	2,000	150.00	150.00	1,850.00	7.5%
1007430 34131	ZONING APPLICATIONS	5,500	5,500	200.00	200.00	5,300.00	3.6%
1007430 34134	AQUIFER PROTECTION A	600	600	.00	.00	600.00	.0%
1007431 34130	PLANNING APPLICATION	1,000	1,000	.00	.00	1,000.00	.0%
1007432 34132	ZBA APPEAL FEE	600	600	75.00	75.00	525.00	12.5%
1007570 34133	INLAND WETLANDS	1,500	1,500	100.00	100.00	1,400.00	6.7%
TOTAL PERMITS & LICENSES		334,400	334,400	13,973.27	13,973.27	320,426.73	4.2%

34 DEPARTMENTAL REVENUE

GENERAL FUND- JULY 2016

400

FOR 2017 01

ACCOUNTS FOR:	ORIGINAL	REVISED	ACTUAL YTD	ACTUAL MTD	REMAINING	PCT
010 GENERAL FUND	ESTIM REV	EST REV	REVENUE	REVENUE	REVENUE	COLL
1000000 34772 NEWSLETTER ADVERTISI	4,500	4,500	.00	.00	4,500.00	.0%
1001110 34120 TOWN CLERK CONVEYANC	205,000	205,000	21,055.20	21,055.20	183,944.80	10.3%
1001110 34140 TN CLERK & TAX DUPLI	10,000	10,000	941.00	941.00	9,059.00	9.4%
1002060 34140 ASSESSOR DEPT PRINTI	750	750	.00	.00	750.00	.0%
1002090 35100 BAD CHECK FEES	150	150	40.00	40.00	110.00	26.7%
1003170 34140 POLICE PRINTING & DU	900	900	50.50	50.50	849.50	5.6%
1003170 34210 PRIVATE DUTY-ADMINIS	54,325	54,325	3,875.97	3,875.97	50,449.03	7.1%
1003170 34211 POLICE GUN PERMITS	5,000	5,000	560.00	560.00	4,440.00	11.2%
1003170 34212 POLICE RAFFLE TICKET	100	100	.00	.00	100.00	.0%
1003170 34213 ALARM REGISTRATION F	25	25	25.00	25.00	.00	100.0%
1003170 34214 VENDOR PERMITS	200	200	.00	.00	200.00	.0%
1003170 34215 TRAFFIC FINES	2,000	2,000	30.00	30.00	1,970.00	1.5%
1003170 34216 FALSE ALARM FINES	450	450	.00	.00	450.00	.0%
1003170 34217 MISCELLANEOUS POLICE	2,000	2,000	100.00	100.00	1,900.00	5.0%
1003175 34540 DOG LICENSES/SHELTER	11,280	11,280	1,953.00	1,953.00	9,327.00	17.3%
1003175 34542 DOG ADOPTION FEE	15	15	.00	.00	15.00	.0%
1005120 34450 INSURANCE REBATES	15,000	15,000	15,381.00	15,381.00	-381.00	102.5%
1005120 36300 RENTAL TOWN PROPERTY	10,000	10,000	285.00	285.00	9,715.00	2.9%
1005120 36301 AT&T WIRELESS TOWER	20,700	20,700	1,725.00	1,725.00	18,975.00	8.3%
1005120 36600 BOS MISC REVENUE	1,000	1,000	278.83	278.83	721.17	27.9%
1006380 34141 DIAL A RIDE TICKETS	1,850	1,850	1,905.00	1,905.00	-55.00	103.0%
1006450 34720 SWIMMING POOL FEES	32,000	32,000	2,722.50	2,722.50	29,277.50	8.5%
1006450 34721 POOL DAILY ATTENDANC	9,000	9,000	4,876.00	4,876.00	4,124.00	54.2%
1007410 34140 LAND USE PRINTING &	100	100	.00	.00	100.00	.0%
1010320 34140 LIBRARY PRINTING & D	2,704	2,704	130.32	130.32	2,573.68	4.8%
1010320 34760 LIBRARY INCOME	11,380	11,380	832.63	832.63	10,547.37	7.3%
TOTAL DEPARTMENTAL REVENUE	400,429	400,429	56,766.95	56,766.95	343,662.05	14.2%

35 INTERGOVERNMENTAL

1000000 33230 TOWN AID ROAD - IMPR	245,000	245,000	.00	.00	245,000.00	.0%
1000000 33231 TOWN AID ROADS - UNI	16,161	16,161	.00	.00	16,161.00	.0%
1000000 33310 EQUALIZED COST-SHARI	3,461,000	3,461,000	.00	.00	3,461,000.00	.0%
1000000 33311 TRANSPORTATION	37,005	37,005	.00	.00	37,005.00	.0%
1000000 33414 MASHANTUCKET PEQUOT	20,134	20,134	.00	.00	20,134.00	.0%
1000000 33601 STATE PILOT-ELDERLY	61,000	61,000	.00	.00	61,000.00	.0%
1000000 33602 STATE PILOT - DISABL	750	750	.00	.00	750.00	.0%
1000000 33603 STATE PILOT - VETERA	2,000	2,000	.00	.00	2,000.00	.0%
1000000 33605 STATE PILOT-MANUFACT	7,994	7,994	.00	.00	7,994.00	.0%
1000000 33606 PILOT - HOUSING AUTH	10,000	10,000	.00	.00	10,000.00	.0%

4a(3)

08/03/2016 15:08
emichell

TOWN OF CANTON
FY2017 YEAR-TO-DATE REVENUE REPORT

P 3
glytdbud

GENERAL FUND- JULY 2016

FOR 2017 01

ACCOUNTS FOR:	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
010 GENERAL FUND						

TOTAL INTERGOVERNMENTAL	3,861,044	3,861,044	.00	.00	3,861,044.00	.0%
36 OTHER FIN SOURCES						

1000000 39000 USE OF FUND BALANCE	150,000	150,000	.00	.00	150,000.00	.0%
TOTAL OTHER FIN SOURCES	150,000	150,000	.00	.00	150,000.00	.0%
TOTAL GENERAL FUND	37,549,199	37,549,199	16,013,089.74	16,013,089.74	21,536,109.26	42.6%
TOTAL REVENUES	37,549,199	37,549,199	16,013,089.74	16,013,089.74	21,536,109.26	

4a 9

08/03/2016 15:10
emichell

TOWN OF CANTON
FY2017 YEAR-TO-DATE REVENUE REPORT

P 1
glytdbud

PARK & REC - JULY 2016

FOR 2017 01

ACCOUNTS FOR:	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
021 PARK & RECREATION REVENUE FUND						

2100000 PARK & RECREATION FUND						

2100000 34722 SWIMMING LESSONS	23,000	23,000	11,655.00	11,655.00	11,345.00	50.7%
2100000 34742 CONCESSIONS	500	500	67.50	67.50	432.50	13.5%
2100000 34743 RESALE ITEMS REVENUE	100	100	98.73	98.73	1.27	98.7%
2100000 34772 BROCHURES	1,500	1,500	.00	.00	1,500.00	.0%
2100000 34775 SPONSORSHIPS-PROGRAM	1,000	1,000	1,986.00	1,986.00	-986.00	198.6%
2100000 34782 PROGRAM FEES	228,000	228,000	97,920.75	97,920.75	130,079.25	42.9%
2100000 36100 INTEREST REVENUE - S	0	0	69.94	69.94	-69.94	100.0%
2100000 36300 RENTAL INCOME- P & R	0	0	350.00	350.00	-350.00	100.0%
TOTAL PARK & RECREATION FUND	254,100	254,100	112,147.92	112,147.92	141,952.08	44.1%
TOTAL PARK & RECREATION REVENUE F	254,100	254,100	112,147.92	112,147.92	141,952.08	44.1%
TOTAL REVENUES	254,100	254,100	112,147.92	112,147.92	141,952.08	

4a 3

EMS FUND - JULY 2016

FOR 2017 01

ACCOUNTS FOR:	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
037 EMERGENCY SERVICES - FUND						

3704162 EMERGENCY SERVICES - FUND						

3704162 34000 PATIENT BILLING RECO	382,827	382,827	301.76	301.76	382,525.24	.1%
3704162 36102 INTEREST REVENUE - O	0	0	2.90	2.90	-2.90	100.0%
3704162 39100 SUBSIDY FROM TOWN	193,752	193,752	.00	.00	193,752.00	.0%
TOTAL EMERGENCY SERVICES - FUND	576,579	576,579	304.66	304.66	576,274.34	.1%
TOTAL EMERGENCY SERVICES - FUND	576,579	576,579	304.66	304.66	576,274.34	.1%
TOTAL REVENUES	576,579	576,579	304.66	304.66	576,274.34	

4a (b)

TRANSFER STATION- JULY 2016

FOR 2017 01

ACCOUNTS FOR:	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
130 DPW - TRANSFER STATION						

1300290 DPW -TRANSFER STATION						

1300290 34430 TRANSFER STATION FEE	212,000	212,000	3,452.00	3,452.00	208,548.00	1.6%
1300290 34440 CRRR TRANSPORTATION	3,750	3,750	.00	.00	3,750.00	.0%
1300290 34442 SCRAP METAL	6,000	6,000	.00	.00	6,000.00	.0%
1300290 34443 WASTE DISPOSAL LIC F	2,000	2,000	2,000.00	2,000.00	.00	100.0%
1300290 36100 INTEREST REVENUE - S	0	0	25.72	25.72	-25.72	100.0%
TOTAL DPW -TRANSFER STATION	223,750	223,750	5,477.72	5,477.72	218,272.28	2.4%
TOTAL DPW - TRANSFER STATION	223,750	223,750	5,477.72	5,477.72	218,272.28	2.4%
TOTAL REVENUES	223,750	223,750	5,477.72	5,477.72	218,272.28	

4a(7)

08/03/2016 15:11 {TOWN OF CANTON
emichell {FY2017 YEAR-TO-DATE REVENUE REPORT

|P 1
|glytdbud

WPCA FUND - JULY 2016

FOR 2017 01

ACCOUNTS FOR:	ORIGINAL	REVISED	ACTUAL YTD	ACTUAL MTD	REMAINING	PCT
024 WATER POLLUTION CONTROL AUTHOR	ESTIM REV	EST REV	REVENUE	REVENUE	REVENUE	COLL

2400000 WATER POLLUTION CONTROL AUTHOR						

2400000 36100 INVESTMENT INTEREST	0	0	334.63	334.63	-334.63	100.0%
2400000 36600 MISCELLANEOUS REVENU	500	500	.00	.00	500.00	.0%
TOTAL WATER POLLUTION CONTROL AUT	500	500	334.63	334.63	165.37	66.9%
2400031 WATER POLLUTION CONTROL AUTHOR						

2400031 34400 CURRENT SEWER USE RE	875,000	875,000	.00	.00	875,000.00	.0%
2400031 34402 SEWER USE PRIOR YR R	40,000	40,000	4,281.33	4,281.33	35,718.67	10.7%
2400031 34411 SEWER USE INT & LIEN	15,000	15,000	1,213.93	1,213.93	13,786.07	8.1%
2400031 34414 FOG Permit Fees	2,775	2,775	1,050.00	1,050.00	1,725.00	37.8%
2400031 39000 USE OF RETAINED EARN	0	0	-41,700.00	-41,700.00	41,700.00	100.0%
TOTAL WATER POLLUTION CONTROL AUT	932,775	932,775	-35,154.74	-35,154.74	967,929.74	-3.8%
TOTAL WATER POLLUTION CONTROL AUT	933,275	933,275	-34,820.11	-34,820.11	968,095.11	-3.7%
TOTAL REVENUES	933,275	933,275	-34,820.11	-34,820.11	968,095.11	

4a8

SEWER ASSESSMENT - JULY 2016

FOR 2017 01

ACCOUNTS FOR:	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
033 SEWER ASSESSMENT						

3300000 SEWER ASSESSMENT FUND						

3300000 34093 REV 2013 ASSMT ALB T	0	0	5,829.53	5,829.53	-5,829.53	100.0%
3300000 36100 INVESTMENT INCOME	0	0	13.95	13.95	-13.95	100.0%
3300000 36106 INTEREST REV-WEBSTER	0	0	.73	.73	-.73	100.0%
TOTAL SEWER ASSESSMENT FUND	0	0	5,844.21	5,844.21	-5,844.21	100.0%
TOTAL SEWER ASSESSMENT	0	0	5,844.21	5,844.21	-5,844.21	100.0%
TOTAL REVENUES	0	0	5,844.21	5,844.21	-5,844.21	

TOWN OF CANTON
INVESTMENT INCOME
FISCAL YEAR 2016
JULY 2016

460

	JULY	AUG	SEPT	OCT	NOV	DEC
STIF AVG DAILY RATE	0.46%					
WEBSTER INVEST DAILY RATE	0.37%					
<u>GENERAL FUND</u>						
STIF GEN FUND	547.71					
PEOPLE'S UNITED	0.00					
WEBSTER GF INVEST.ACCNT.	356.10					
WEBSTER SCHOOL REN.BOND	1.76					
TOTAL GENERAL FUND	905.57	0.00	0.00	0.00	0.00	0.00
<u>CAPITAL PROJECTS</u>						
STIF CAPITAL IMPRVMT	878.44					
STIF BOE-CAPITAL PROJS	438.15					
STIF BOE-CIP-SCHL EXPAN	37.48					
TOTAL CAPITAL PROJECTS	1,354.07	0.00	0.00	0.00	0.00	0.00
STIF WPCA	334.63					
STIF WPCA CAPITAL PROJ.	80.96					
TOTAL WPCA	415.59	0.00	0.00	0.00	0.00	0.00
STIF SEWER ASSESSMENT	13.95					
WEBSTER-SEWER ASSESS INVEST	0.73					
STIF RESERVE FUND-CAP&NON	88.97					
STIF RSRV FND-GASB 43/45	309.61					
STIF SELF INSURANCE	470.39					
TD BANK INTEREST	2.90					
STIF PARK & RECR.	69.94					
STIF LIBRARY GIFTS	21.59					
STIF ACQ.OPEN SPACE	22.60					
STIF Non-Expend.Trust Fnd	9.05					
STIF TRANSFER STATION	25.72					
Program Proceeds - CSS	3.01					
Misc.Trust Accts Collins.SS	0.99					
TOTAL MONTHLY INVEST INCOME	3,714.68	0.00	0.00	0.00	0.00	0.00

TOWN OF CANTON
 INVESTMENT INCOME COMPARISON
 FISCAL YEARS 2015, 2016, and 2017
 JULY 2016

468

	JUL'14	AUG'14	SEPT'14	OCT'14	NOV'14
STIF AVG DAILY RATE					
CLASS PLUS AVG DAILY RATE	0.01%	0.01%	0.01%	0.01%	0.01%
WEBSTER INVEST DAILY RATE	0.12%	0.12%	0.12%	0.12%	0.12%
GENERAL FUND					
STIF - 1235588580	20	11	7	10	1
WEBSTER GF ACCOUNT	0	0	0	0	0
WEBSTER GF INVESTMENT ACCOUNT	483	1,552	1,275	1,038	807
WEBSTER SCHOOL RENOV.BOND PRCDs	1	1	1	1	1
TOTAL GENERAL FUND	504	1,563	1,283	1,049	809
Y T D	504	2,067	3,350	4,399	5,208
TD BANK INTEREST	3	9	13	4	11

	JUL'15	AUG'15	SEPT'15	OCT'15	NOV'15
STIF AVG DAILY RATE	0.17%	0.19%	0.19%	0.15%	0.21%
WEBSTER INVEST DAILY RATE	0.12%	0.12%	0.12%	0.12%	0.12%
GENERAL FUND					
STIF - 1235588580	200	933	1,357	1,126	1,187
WEBSTER GF ACCOUNT	0	0	0	0	0
WEBSTER GF INVESTMENT ACCOUNT	408	408	293	333	303
WEBSTER SCHOOL RENOV.BOND PRCDs	1	1	1	1	1
PEOPLE'S BANK					
TOTAL GENERAL FUND	609	1,342	1,651	1,460	1,491
Y T D	609	1,950	3,601	5,061	6,552
TD BANK INTEREST	3	11	13	4	10

	JUL'16	AUG'16	SEPT'16	OCT'16	NOV'16
STIF AVG DAILY RATE	0.46%				
WEBSTER INVEST DAILY RATE	0.37%				
GENERAL FUND					
STIF - 1235588580	548				
WEBSTER GF ACCOUNT	0	0	0	0	0
WEBSTER GF INVESTMENT ACCOUNT	356				
WEBSTER SCHOOL RENOV.BOND PRCDs	2				
PEOPLE'S BANK	0				
TOTAL GENERAL FUND	906	0	0	0	0
Y T D	906	906	906	906	906
TD BANK INTEREST	3				

4c ①

TOWN OF CANTON
CASH and INVESTMENTS

ACCOUNT #		31-Mar-16	30-Apr-16	31-May-16	30-Jun-16	31-Jul-16
WEBSTER						
9454174	General Fund	2,309,250	2,266,324	782,314	737,359	7,113,437
9454291	GF Investment Account	6,513,707	5,515,419	2,516,996	7,243	7,007,600
9502989	School Renov Bond Proceeds	5,603	5,604	5,606	5,608	5,610
9454158	BOE- Payroll/Accnt.Payable (ZBA)	-	-	-	-	-
9745508	TOWN-Payroll/Accnt.Payable (ZBA)	-	-	-	-	-
9502424	BOE-Accnt.Payable (ZBA)	-	-	-	-	-
10375079	TOWN/On-Line Pymnts (ZBA)	-	-	-	-	-
9502893	Sewer Assessments Fund	2,319	2,320	2,320	2,321	2,322
10374601	Performance Bonds	53,069	53,071	53,072	48,061	48,061
1918046065	Procurement Account	2,671	2,531	2,863	4,296	3,314
	Total WEBSTER	8,886,619	7,845,268	3,363,172	804,888	14,180,343
PEOPLES BANK						
62P500010	Town of Canton Peoples United Bank	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000
	Total PEOPLES BANK	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000
TD BANK						
425-0074683	Town of Canton (EMS Collections)	22,311	55,368	97,219	4,183	28,425
	Total TD BANK	22,311	55,368	97,219	4,183	28,425
COLLINSVILLE SAVINGS ACCOUNTS						
112002	J. Wheelock XMAS Charity Fund	1,087	1,087	1,087	1,087	1,087
135749	Amelia G. Dyer Bequest	3,677	3,677	3,677	3,678	3,678
252021	Cemetery Trust Account	6,487	6,488	6,488	6,489	6,489
293798	Canton Gate Trust	583	583	583	583	583
299882	Small Cities Program Proceeds Fund	44,848	36,172	36,175	36,178	36,181
	Total COLLINSVILLE	56,682	48,007	48,011	48,015	48,019
Grand Total Webster, Peoples,TD Bank, Collinsville		13,965,612	12,948,643	8,508,402	5,857,086	19,256,786
STIF INVESTMENTS:						
	"TOWN" STIF Investments	8,474,748	8,067,173	9,720,113	8,748,593	8,352,438
	Total STIF Investment	8,474,748	8,067,173	9,720,113	8,748,593	8,352,438
TOTAL CASH & INVESTMENT		22,440,360	21,015,816	18,228,515	14,605,679	27,609,224

408

Town of Canton
Short Term Investment Fund
Balances as of 7/31/16

Account Number	Account Name	Value
XX-XXX8580	General Fund	\$923,092.13
XX-XXX8590	Capital Improvement	2,691,226.57
XX-XXX8600	Non Recurring Reserve Func	243,962.29
XX-XXX8610	Park & Recreation	178,141.81
XX-XXX8620	Transfer Station	65,492.11
XX-XXX8630	WPCA	814,477.99
XX-XXX8640	WPCA Capital Projects	243,790.32
XX-XXX8650	Sewer Assessment	35,523.20
XX-XXX8660	Self Insurance	1,021,679.96
XX-XXX8670	GASB 43/45	788,366.17
XX-XXX8680	Non Expend Trust Fund	23,095.85
XX-XXX8690	Acquisition of Open Space	57,492.26
XX-XXX8700	Library Gifts	54,883.62
XX-XXX8710	BOE CIP School Projects	95,454.03
XX-XXX8770	BOE Capital Projects	1,115,759.25
		<u>\$8,352,437.56</u>

4d

**TAX COLLECTOR
SUMMARY OF COLLECTIONS
COMPARISON BETWEEN FISCAL YEARS
REPORTING PERIOD: 7/1/2013 - 7/31/2016**

	<u>FY 2013-2014</u>	<u>FY 2014-2015</u>	<u>FY 2015-2016</u>	<u>FY 2016-2017</u>	<u>DOLLAR DIFFER.</u>	<u>PERCENTAGE DIFFERENCE</u>
CURRENT YEAR COLLECTIONS	\$ 15,255,728	\$ 15,662,637	\$ 14,757,789	\$ 15,921,181	\$ 1,163,391	7.88%
CURRENT YEAR MV-SUPPLEMENTAL	-	-	-	-	\$ -	0.00%
PRIOR YEARS COLLECTIONS	38,552	84,323	183,186	16,775	\$ (166,412)	-90.84%
INTEREST AND LIENS	5,162	31,296	54,085	3,489	\$ (50,596)	-93.55%
TOTAL COLLECTIONS	\$ 15,299,443	\$ 15,778,257	\$ 14,995,061	\$ 15,941,444	\$ 946,383	6.31%
BUDGETED PERCENT COLLECTED	49.95%	50.55%	46.88%	48.69%		0.00%
TOTAL BILLED CURRENT YEAR	\$ 30,343,797	\$ 31,017,875	\$ 31,917,791	\$ 32,693,392	\$ 775,601	2.50%
CURRENT YR PERCENT COLLECTED	50.28%	50.50%	46.24%	48.70%		-4.26%
LAWFUL CORRECTIONS - ADDITIONS	26,127	26,201	11,360	31,974	\$ 20,614	78.68%
LAWFUL CORRECTIONS - DELETIONS	(28,027)	(35,323)	(35,415)	(40,134)	\$ (4,719)	-13.36%
TAXES COLLECTABLE	\$ 30,341,897	\$ 31,008,754	\$ 31,893,736	\$ 32,685,232	\$ 791,496	2.55%
"ADJ" CURRENT YR PERCENT COLLECTED	50.28%	50.51%	46.27%	48.71%		-4.24%
TOTAL BILLED MV-S (Billed Jan 1st)	\$ 269,444	\$ 297,256	\$ 317,131	\$ -	\$ 19,875	
MV-S PERCENT COLLECTED	0.00%	0.00%	0.00%	0.00%	0.00%	
TOTAL OUTSTANDING ALL PRIOR YRS @ June 30th - Audited	\$ 944,868	\$ 821,502			\$ (821,502)	-86.94%
PRIOR YRS PERCENT COLLECTED	4.35%	8.92%				-8.92%

	<u>FY 2017 BUDGET</u>	<u>ACTUAL REVENUES</u>	<u>AMOUNT OVER/(UNDER) BUDGET</u>	<u>BUDGET PERCENT COLLECTED</u>
CURRENT YEAR COLLECTIONS	32,289,326	15,921,181	(16,368,145)	49.31%
MV-SUPPLEMENTAL (Billed 1/01/17)	250,000	-	(250,000)	0.00%
PRIOR YEARS COLLECTIONS	144,000	16,775	(127,225)	11.65%
INTEREST AND LIENS	60,000	3,489	(56,511)	5.81%
	<u>32,743,326</u>	<u>15,941,444</u>	<u>(16,801,882)</u>	<u>48.69%</u>

4e

FY 2016-2017

FOR 2017 01

ACCOUNTS FOR:	ORIGINAL	REVISED				AVAILABLE	PCT
010 GENERAL FUND	APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	BUDGET	USED
1001010 BOARD OF SELECTMEN	45,667	45,667	865.38	865.38	.00	44,801.62	1.9%
1001020 CHIEF ADMINISTRATIVE OFFICER	245,996	245,996	7,955.43	7,955.43	1,650.00	236,390.57	3.9%
1001030 ELECTIONS	34,075	34,075	2,269.21	2,269.21	.00	31,805.79	6.7%
1001050 PROBATE COURT	2,885	2,885	.00	.00	.00	2,885.00	.0%
1001100 TOWN COUNSEL	70,000	70,000	.00	.00	.00	70,000.00	.0%
1001110 TOWN CLERK	129,162	129,162	5,194.13	5,194.13	8,745.00	115,222.87	10.8%
1001585 CONTINGENCY	130,616	130,616	.00	.00	.00	130,616.00	.0%
1001901 INFORMATION TECHNOLOGIES	143,596	143,596	3,842.30	3,842.30	2,892.18	136,861.52	4.7%
1002060 ASSESSMENT	106,184	106,184	14,389.35	14,389.35	.00	91,794.65	13.6%
1002080 TAX COLLECTOR	91,869	91,869	3,507.15	3,507.15	1,080.00	87,281.85	5.0%
1002090 FINANCE OFFICER	215,368	215,368	37,267.96	37,267.96	4,775.00	173,325.04	19.5%
1003170 POLICE DEPT - ADMIN	318,603	318,603	33,599.77	33,599.77	10,230.12	274,773.11	13.8%
1003171 POLICE DEPT - PATROL	1,084,245	1,084,245	41,973.71	41,973.71	.00	1,042,271.29	3.9%
1003172 POLICE DEPT - DETECTIVE	90,835	90,835	4,827.56	4,827.56	.00	86,007.44	5.3%
1003173 POLICE DEPT - COMMUN/DISPATCH	307,193	307,193	14,998.90	14,998.90	3,391.74	288,802.36	6.0%
1003174 POLICE DEPT - VEHICLE MAINT	53,500	53,500	1,052.36	1,052.36	1,579.00	50,868.64	4.9%
1003175 POLICE - ANIMAL CONTROL	25,346	25,346	571.65	571.65	.00	24,774.35	2.3%
1003179 POLICE DEPT - FACILITIES	39,393	39,393	2,186.86	2,186.86	990.00	36,216.14	8.1%
1004157 SERVICE INCENTIVE	25,820	25,820	25,820.00	25,820.00	.00	.00	100.0%
1004158 FIRE SERVICES	280,452	280,452	5,099.75	5,099.75	12,808.06	262,544.19	6.4%
1004162 EMERGENCY SERVICES	214,442	214,442	20,690.00	20,690.00	.00	193,752.00	9.6%
1004440 FIRE MARSHAL	69,094	69,094	3,522.11	3,522.11	.00	65,571.89	5.1%
1005120 TOWN HALL	288,263	288,263	16,937.32	16,937.32	9,324.79	262,000.89	9.1%
1005200 PARKS DEPARTMENT	115,320	115,320	6,197.01	6,197.01	1,640.10	107,482.89	6.8%
1005210 GENERAL HIGHWAY	1,115,020	1,115,020	31,943.86	31,943.86	127,274.27	955,801.87	14.3%
1005260 TOWN GARAGE	36,498	36,498	1,305.18	1,305.18	5,295.48	29,897.34	18.1%
1005270 GRANGE	4,500	4,500	92.61	92.61	.00	4,407.39	2.1%
1005470 UTILITIES	207,000	207,000	.00	.00	.00	207,000.00	.0%
1005550 COMMUNITY CENTER	92,444	92,444	5,290.37	5,290.37	11,428.29	75,725.34	18.1%
1006340 COMMUNITY AGENCIES	98,418	98,418	11,300.00	11,300.00	.00	87,118.00	11.5%
1006380 SENIOR/SOCIAL SERVICES	180,791	180,791	4,531.64	4,531.64	63,641.00	112,618.36	37.7%
1006450 PARK AND RECREATION	226,043	226,043	26,707.69	26,707.69	1,946.00	197,389.31	12.7%
1007065 BUILDING OFFICIAL	60,694	60,694	3,058.16	3,058.16	.00	57,635.84	5.0%
1007410 TOWN PLANNER	263,244	263,244	9,353.29	9,353.29	.00	253,890.71	3.6%
1008130 INSURANCE	276,100	276,100	.00	.00	.00	276,100.00	.0%
1009141 EMPLOYEE BENEFITS & INSURANCE	1,947,419	1,947,419	809,682.29	809,682.29	.00	1,137,736.71	41.6%
1010320 LIBRARY	601,669	601,669	20,607.06	20,607.06	.00	581,061.94	3.4%
1011590 CIP/CAPITAL & NonRECURRING	1,099,300	1,099,300	1,099,300.00	1,099,300.00	.00	.00	100.0%
TOTAL GENERAL FUND	10,337,064	10,337,064	2,275,940.06	2,275,940.06	268,691.03	7,792,432.91	24.6%

48

FY 2016-2017

FOR 2017 01

ACCOUNTS FOR:	ORIGINAL	REVISED				AVAILABLE	PCT
010 GENERAL FUND	APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	BUDGET	USED

1012600 BOARD OF FINANCE							

1012600 51200 PART TIME	1,500	1,500	.00	.00	.00	1,500.00	.0%
1012600 57200 BUDGET MAILER	2,000	2,000	.00	.00	.00	2,000.00	.0%
1012600 58710 AUDITOR	39,000	39,000	.00	.00	.00	39,000.00	.0%
TOTAL BOARD OF FINANCE	42,500	42,500	.00	.00	.00	42,500.00	.0%
1012611 BOF - CAPITAL CONTRIBUTION							

1012611 59450 CAPITAL & NON-RECURR	42,000	42,000	42,000.00	42,000.00	.00	.00	100.0%
TOTAL BOF - CAPITAL CONTRIBUTION	42,000	42,000	42,000.00	42,000.00	.00	.00	100.0%
1012620 BOF - DEBT SERVICE							

1012620 59300 DEBT SERVICE PRINCIP	1,460,000	1,460,000	.00	.00	.00	1,460,000.00	.0%
1012620 59400 DEBT SERVICE INTERES	500,936	500,936	.00	.00	.00	500,936.00	.0%
TOTAL BOF - DEBT SERVICE	1,960,936	1,960,936	.00	.00	.00	1,960,936.00	.0%
TOTAL GENERAL FUND	2,045,436	2,045,436	42,000.00	42,000.00	.00	2,003,436.00	2.1%
TOTAL EXPENSES	2,045,436	2,045,436	42,000.00	42,000.00	.00	2,003,436.00	

49 | P 1
 | glytdbud

FOR 2017 01

ACCOUNTS FOR:	ORIGINAL	REVISED				AVAILABLE	PCT
021 PARK & RECREATION REVENUE FUND	APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	BUDGET	USED
2100045 PARK & RECREATION REVENUE FUN	251,647	251,647	27,697.95	27,697.95	1,400.00	222,549.05	11.6%
TOTAL PARK & RECREATION REVENUE F	251,647	251,647	27,697.95	27,697.95	1,400.00	222,549.05	11.6%

| P 1
 | glytdbud

FOR 2017 01

ACCOUNTS FOR:	ORIGINAL	REVISED				AVAILABLE	PCT
037 EMERGENCY SERVICES - FUND	APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	BUDGET	USED
3704162 EMERGENCY SERVICES - FUND	576,579	576,579	91,299.53	91,299.53	310,528.38	174,751.09	69.7%
TOTAL EMERGENCY SERVICES - FUND	576,579	576,579	91,299.53	91,299.53	310,528.38	174,751.09	69.7%

| P 1
 | glytdbud

FOR 2017 01

ACCOUNTS FOR:	ORIGINAL	REVISED				AVAILABLE	PCT
130 DPW - TRANSFER STATION	APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	BUDGET	USED
1300290 DPW -TRANSFER STATION	223,750	223,750	4,341.64	4,341.64	144,911.50	74,496.86	66.7%
TOTAL DPW - TRANSFER STATION	223,750	223,750	4,341.64	4,341.64	144,911.50	74,496.86	66.7%

| P 1
 | glytdbud

FOR 2017 01

ACCOUNTS FOR:	ORIGINAL	REVISED				AVAILABLE	PCT
024 WATER POLLUTION CONTROL AUTHOR	APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	BUDGET	USED
2400031 WATER POLLUTION CONTROL AUTHO	835,054	835,054	77,067.91	77,067.91	152,445.00	605,541.09	27.5%
TOTAL WATER POLLUTION CONTROL AUT	835,054	835,054	77,067.91	77,067.91	152,445.00	605,541.09	27.5%

90

DRAFT Minutes – Subject to Corrections
Town of Canton – Board of Finance
Regular Meeting
Monday, July 18, 2016
7:00 p.m.
Community Center – Conference Room F

1. Call to Order by Chairman – Mr. First called the meeting to order at 7:01 p.m.

Present – Chairman Brian First, Dr. Arnold Goldman, Richard Eickenhorst, Mary Tomolonius, and David Markowitz

Absent – Ken Humphrey

Also Present – Chief Administrative Officer Robert Skinner, Deputy First Selectman Beth Kandryawatz, Town Planner Neil Pade, Town Project Administrator George Wallace, Finance Officer Amy O'Toole, and Recording Secretary Jennifer Scott

2. Public Forum –

Larry Minichiello of 35 Maple Avenue urged the BOF to consider the State's budget deficit in their discussion of the \$1,297,100 TOD grant. He shared his belief that reducing spending at the State level begins at the local level. In addition, his opinion is that if individuals were not taxed so heavily by the State, they would have more money in their pockets to spend on local initiatives such as the Collinsville Streetscape Improvements.

3. Board of Selectmen's Updates and Referrals

a. Authorization to accept and expend a Responsible Growth and Transit-Oriented Development Planning Grant from OPM in the amount of \$1,297,100 for the Collinsville Streetscape Phase II Improvements as approved by the Board of Selectmen on June 22, 2016.

Mr. Skinner said that the Responsible Growth and Transit-Oriented Development Planning Grant totaling \$1,297,100 would allow for an extension of the Collinsville Streetscape Phase I Improvements. The location of the Phase II Improvements would include parts of Main Street, River Street, Bridge Street and North Street. The nature of the work would be similar to what was done in Phase I including sidewalk, ADA accessibility, lighting, signage, road and curbing improvements. He said that the goals are to improve infrastructure and promote economic development in Collinsville. They also seek to make the area more pedestrian friendly and safe. Mr. Skinner noted that the Town's required contribution for this grant was fulfilled by what was expended during Phase I.

Dr. Goldman asked if Streetscape Phase III Improvement work is anticipated. Mr. Pade responded that the only way there would be a Phase III would be if there was something in the design plan for Phase II that was not able to be accomplished or if additional work is desired by the public. Dr. Goldman questioned whether the Town would be obligating itself to additional expense as a result of completing the Phase II improvements. Mr. Pade stated that the overall project will be 90-100% complete once Phase II is concluded.

Ms. Tomolonius put forward the idea of installing benches or bike racks as an alternative to bollards in the design plan for Phase II. She also proposed that signage and landscape enhancements at the Town Green be considered. Mr. Skinner advised that there are plans to install an irrigation system at the Town Green and refurbish the State of Connecticut's Town of Canton sign.

MOTION: D. Markowitz moved to accept and expend the Responsible Growth and Transit-Oriented Development Planning Grant from OPM in the amount of \$1,297,100 for the Collinsville Streetscape Phase II improvements as approved by the Board of Selectmen on June 22, 2016. R. Eickenhorst seconded the motion which passed unanimously, 5-0-0.

b. Consideration of and possible action on authorization of an additional appropriation of \$221,500 to partially fund the replacement of a section of the roof at Cherry Brook Primary School as approved by the Board of Selectmen on June 22, 2016.

Mr. Skinner reported that the other half of the Cherry Brook Primary School roof is in need of replacement. He said that the total cost of the roof project would be \$543,400 of which about 40% or \$215,400 would be reimbursed by the State. There is \$128,000 left over from the bond sale that can be used towards the cost of this roof project. Mr. Skinner said that a minimum of \$200,000 would be needed from Fund Balance to cover the remaining cost of the project. Mr. Skinner noted that there is a discrepancy with the State over the age of this section of the Cherry Brook roof. It has to be at least 20 years old to qualify for reimbursement which State records show will not be until 2018. Town records show that the age of the roof currently meets the 20 year requirement. He said that because of this discrepancy, it is possible that the State reimbursement could be reduced by 10% or \$21,000 if the project is completed in 2017. They have included this \$21,000 in their request for additional appropriation. Mr. Skinner stated that the \$128,000 of bond money must be used by the end of the summer 2017 which is why they can not wait to complete the Cherry Brook roof project until 2018. Also, when considering that construction costs increase by an estimated 4% per year, the cost to the town in 2018 with 40% reimbursement from the State will end up being virtually the same as completing the project in 2017 with only 30% reimbursement. Finally, Mr. Skinner advised that both PMBC and the Board of Selectmen have recommended moving forward with this project. Upon approval from the BOF, this item will then go to Town Meeting.

Mr. First questioned if the issue with the Cherry Brook roof's pitch was considered in the estimate and Mr. Wallace confirmed that it was. Mr. First remarked that the roof is not actually in failure at this point but he understands why the project needs to be completed before the bond money is no longer available. Mr. Wallace said that the roof has bubbling and is close to failing. Mr. First pointed out that because this is a grant issued through the State Board of Education, it is not guaranteed that the level of funding in 2018 will be the same as it is today.

Mr. Eickenhorst asked if this item could be included in the FY 2017-2018 budget as part of CIP. Mr. Skinner responded that if they waited for next year's budget cycle, the funding for the project would not be made available until July 1, 2017. This would not allow enough time to go through the design process, put the project out to bid, and complete the work before the students would be back in school after summer break.

Mr. Skinner informed the members that part of the slate roof at the Canton Intermediate School will need repaired but has an estimated remaining life of 5 years.

MOTION: A. Goldman moved to authorize an additional appropriation of \$221,500 to partially fund the replacement of a section of the roof at Cherry Brook Primary School as approved by the Board of Selectmen on June 22, 2016. M. Tomolonius seconded the motion which passed unanimously, 5-0-0.

c. Authorization to accept and expend the Historic Documents Preservation Grant in the amount of \$4,000 for the microfilming of all birth, marriage and death vital records as approved by the Board of Selectmen on July 13, 2016.

MOTION: M. Tomolonius moved to accept and expend the Historic Documents Preservation Grant in the amount of \$4,000 for the microfilming of all birth, marriage and death vital records as

approved by the Board of Selectmen on July 13, 2016. B. First seconded the motion which passed unanimously, 5-0-0.

4. New Business

Mr. First cautioned that a close eye should be kept on the motor vehicle tax rolls as numerous errors made by the DMV are being reported. He said that he wants to ensure that Canton is not missing out on any tax revenue.

5. Old Business

6. Approval of Minutes of the June 20, 2016 BOF Regular Meeting

MOTION: M. Tomolonius moved to approve the minutes of the June 20, 2016 Regular Meeting as presented. D. Markowitz seconded the motion. The motion passed, 4-0-1. B. First abstained.

7. Informational Items -

a. Board of Selectmen minutes

8. Upcoming Meetings: BOF Regular Monthly Meeting Monday, August 15, 2016 7:00pm

9. Adjournment

MOTION: A. Goldman moved to adjourn the Regular Meeting of the Board of Finance at 7:28 p.m. M. Tomolonius seconded the motion. The motion passed unanimously, 5-0-0.

10 a ①

DRAFT MINUTES

Canton Board of Selectmen Meeting
Community Center Room F
40 Dyer Avenue Canton, CT
Wednesday, July 13, 2016 7:00pm

Regular Meeting Minutes

The meeting commenced at 7:01pm. Members present were: First Selectman Leslee Hill, Thomas Sevigny, Larry Minichiello, and Beth Kandryawatz. Chief Administrative Officer Robert Skinner was also present. William Canny was not present.

I. Pledge of Allegiance: Chair L. Hill led the Pledge of Allegiance.

II. Public Participation:

- Sarah Faulker, 25 Dyer Avenue, passed out an information packet to the board she had compiled. Ms. Faulker thanked the Board of Selectmen for reaching out to the public concerning the town garage. The package contained an update of the tally of the e-mails received concerning the town garage: 52 people are opposed to the garage being on the river, 10 people were in favor of the garage being on the river, and 11 people did not have an opinion but did have comments to make. Ms. Faulker also did some research into FEMA concerning questions about the flood boundaries being changed in Collinsville and Canton. FEMA is not currently doing a study in the Canton/Collinsville area, however, DEEP is initiating a discovery session concerning the lower Connecticut River starting in late 2017. Any recommendations DEEP has would then go to FEMA. Ms. Faulker also included a cost comparison table including the existing river site, 674 Albany Turnpike, and Commerce Drive. Ms. Faulker stated the Permanent Municipal Building Committee felt the Site development costs for River Road are greatly under estimated, there are a lot of things that are not included in that estimate, and the final cost could be as much as \$1,000,000 additionally.
- Richard Swibold, 731 Cherry Brook, stated the placement of the town garage is a land use decision and asked if the Town Planner has been involved in the decision.
- Lance Perry, a member of the Planning and Zoning Commission, stated he sits next to Town Planner Neil Pade frequently at Commission meetings and Mr. Pade sat in on the referral that was made in this matter. The Planning and Zoning Committee endorsed the idea of the new garage being where the present garage is. Mr. Perry questioned the possible motives of some people's preferences to where the town garage should be placed, and if there might be conflicts of interest. Mr. Perry brought up the fact of the smell in the area of the present town garage and how that would affect outdoor public events.

10a②

- David Hudon, Gildersleeve Avenue, thanked the Board of Selectmen for doing the town garage survey. Only 900 people responded, but it was a start. 67% of respondents liked the Albany Turnpike site and Mr. Hudon stated it was worth listening to the data. Mr. Hudon also discussed the potential site between the fire station and the police station.
- Tom Richardson 12A Freedom Drive, works for the Public Works Department. Mr. Richardson stated the town has a site where they are ready to go and was concerned about the amount of time that discussions on additional potential sites could take. Mr. Richardson urged the Board of Selectmen to make a decision. Presently, the Town of Canton stores their road salt in the Town of Burlington. Mr. Richardson stated the town crew needs a spot that is safe for them.

III. Appointments/Resignations:

- a. Appointment of Robert Celmer (R) as a temporary member to the Permanent Municipal Building Committee for a term to expire at the conclusion of the Public Works Highway Garage Project: Mr. Celmer was not present. The appointment was moved to the next meeting.
- b. Appointment of Milledge West (I) as a regular member to the Energy Committee for a term to expire on July 13, 2020: Chair L. Hill noted Mr. West was at the last Board of Selectmen meeting but the Board was unaware of Mr. West's presence, and asked the board to approve Mr. West's appointment and Mr. West will visit the town hall to be sworn in. **B. Kandrysawtz moved to approve the motion passed unanimously.**
- c. Appointment of Kevin Baldwin (U) from an alternate to a regular member on the Planning and Zoning Commission for a term to expire on July 13, 2020. **B. Kandrysawtz moved to approve the appointment of Kevin Baldwin (U) from an alternate to a regular member on the Planning and Zoning Commission for a term to expire on July 13, 2020. T. Sevigny seconded. The motion passed unanimously.**
- d. Appointment of Ryan O'Donnell (R) as an alternate member of the Planning and Zoning Committee for a term to expire on July 13, 2020. **B. Kandrysawtz moved to approve the appointment of Ryan O'Donnell (R) as an alternate to the Planning and Zoning Committee for a term to expire on July 13, 2020.** Robert Skinner swore Ryan O'Donnell in at 7:29pm, July 13, 2016.
- e. Resignation of Ryan O'Donnell (R) as a regular member of the Board of Ethics effective immediately. Chair L. Hill acknowledged the resignation of Ryan O'Donnell (R) as a regular member of the Board of Ethics.

IV. Adoption of Consent Agenda

- a. Refund of taxes pursuant to Connecticut General Statutes §12-129
- b. Approval of Board of Selectmen Minutes – June 22, 2016 Regular Meeting
- c. Request from Claire Cote, Director of Senior and Social Services to dispose of a metal bench pursuant to Section 6.05(e) of the Town Charter
B. Kandrysawtz moved to approve the Consent Agenda. T. Sevigny seconded. The vote passed unanimously.

- V. Executive Session: Chair L. Hill asked the board if there was any objection to moving the Executive Session to the present item. There was no objection. **B. Kandrysawtz moved to go into Executive Session at 7:31pm. L. Minichiello seconded. The vote passed unanimously.** Chief Administrative Officer Robert Skinner was asked to stay. The general public left the meeting and the board went into Executive Session.

The Board of Selectmen emerged from Executive Session at 8:09 pm and the Regular Meeting continued.

VI. Consideration of Old Business:

- a. Review possible options for relocating the Public Works Facility: Chief Administrative Officer Robert Skinner reported on the appraisals received concerning 674 and 684 Albany Turnpike.
 - i. A separate appraisal was given for just the house on the property itself.
 - ii. An appraisal was given for the open space part of the property
 - iii. An appraisal was given for the remaining part of the property.
 - iv. The total value given for all three parts was \$670,000.

Chair Leslee Hill asked if the owner would sell the properties separately. Robert Skinner answered they were not inclined to do so. Sarah Faulkner asked if the appraisals took into consideration the value of the gravel underneath. Robert Skinner replied the appraisals were just for the land. In the event the offer falls through, Robert Skinner would need to contract with Fuss and O'Neill to move forward with professional services for development of the present site. **B. Kandrysawtz stated it is important for the board to be ready to move ahead, the time line is tight for getting a proposal in time for this election. L. Minichiello felt the survey still left a lot to be desired as the board has to focus on cost and believes cost is the key to passing the garage. T. Sevigny spent hours going over all the comments on the survey and they are all over the board. Mr. Sevigny's personal opinion is he does not want it on the river and would be voting no for the present site. B. Kandrysawtz stated the board should listen to what the voters want and move forward. B. Kandrysawtz moved to authorize the Chief Administrative Officer to make an offer to purchase 674 and 684 Albany Turnpike in the amount of \$670,000 such offer being contingent upon Board of Selectmen and town Attorney review and approval of a valid purchase and sale agreement which shall contain contingencies for rezoning a portion of the property to MCPF and the approval and acceptance by the Town Open Spaces grant(s). T. Sevigny seconded. The vote passed unanimously.**

B. Kandrysawtz moved to authorize the Chief Executive Officer to contract with Fass and O'Neill for professional services in an amount not to exceed \$25,000 for the purposes of developing conceptual site and building plans along with renderings, a cost estimate and other associated services. Such contact shall be contingent upon rejection of the offer to purchase the land at

10 a 4

674 and 684 Albany Turnpike. L. Minichiello seconded. T. Sevigny was opposed due to the proposed site being on the river. The vote passed 3-1-0.

VII. Consideration of New Business:

- a. Review and possibly approve the Historic Documents Preservation Grant from the State of Connecticut and refer to the Board of Finance for final approval. This is a grant that is received yearly. It has been used a lot in the town records and the land office. **T. Sevigny moved to approve the Historic Documents Preservation Grant from the State of Connecticut and refer to the Board of Finance for final approval. B. Kandrysawtz seconded. L. Minichiello was opposed on the grounds of the financial state of Connecticut. The vote passed 3-1-0.**
- b. Review progress made by Temporary Fire/EMS Facility Committee and possibly authorize the Chief Administrative Office to advertise for professional services to assist the Temporary Fire/EMS Facility Committee in reviewing options to improving Fire/EMS Facilities. The Committee has been meeting since February every other Wednesday, and has already toured other Fire Departments such as Simsbury and Burlington. Discussions have included combining fire stations. Most likely scenario would be the expansion of the Collinsville facility. At this point, professional services are needed to advise the town. There is \$23,000 in the budget for the hiring of professional services and Chief Administrative Officer Robert Skinner recommended the board move forward on it. **B. Kandrysawtz moved to authorize the Chief Administrative Officer to post a Request for Qualifications to solicit responses in order to identify a qualified consultant to assist the Temporary Fire/EMS Facility Committee in making recommendations for improving EMS/Fire facilities. The actual hiring of a consultant will be subject to final approval by the Board of Selectmen. T. Sevigny seconded. The vote passed unanimously.**
- c. Discuss the process for dissolving of the Canton Center Historic District Commission: There is presently only one member on the Canton Historic District Commission. The bylaws state there needs to be a minimum of five members, and at least 2 have to be living in the district. The Commission does not have a quorum, thus is unable to conduct business. Chair L. Hill received a letter from a gentleman interested in serving on the committee previously, however, he will not be able to serve at this time due to health reasons. Marianne Burbank has expressed an interest in rejoining the commission, and has spoken to her two brothers about also joining. Mrs. Burbank does not live in the historic district, one of her two brothers does not live in the district, it is unclear if the other brother does live in the district. In order to combine the two districts both districts would have to be dissolved, then a new combined district would have to be established. This would take a lot of time and procedural steps. Robert Skinner stated the quickest way to fix the problem would be to populate the committee. Stephen Viellente, Chair of the Collinsville Historic District Commission, was on hand for input and stated the Canton Historic District is not contiguous, which is a problem. The Collinsville Historic District would not be favorably disposed to a

combination commission for both regions. The next meeting agenda will contain the creation of a study committee for the Canton Historical District.

VIII. Communications from the CAO, Town agencies, officials, and/or other governmental agencies and officials

- a. First Selectman's Report: The town highway garage is taking up a lot of time.
- b. Chief Administrative Officer Report:
 - The paramedic service is up and running well.
 - The Town of Canton is getting ready to contract with Municipity, which would allow access to building permits, etc... on-line
 - The GIS program has not been good for the last few years. A new company has been contracted with and great improvement has been seen.
 - Dispatch and Police union contracts are still under negotiation.
 - Town staff has been looking into a new approach for the town newsletters. The newsletters will now come out through the Valley Press. The town can even put ads in the newsletter and keep the money from the ads. Newsletters will come out twice a year for the Board of Selectmen and three times a year for the Parks and Recreation Department.
 - The nest TIF meeting will be August 15th.
 - The town has hired a temporary Assessor. Steve Kosovsky who works at Quality Data Services. The town uses Quality Data Service for their assessments.
 - Year-end Financials – the total amount of unspent funds for the fiscal year will probably be below \$150,000.
 - The traffic light is progressing and work should start on the installation in August. The light should be finished in October.

IX. Remarks by Selectmen: None

X. Adjournment: **B. Kandrysawtz moved to adjourn the meeting at 9:01pm. T. Sevigny seconded. The meeting was adjourned.**

Recorded By:

Kimberly A. Cyr

10a(6)

DRAFT MINUTES

Canton Board of Selectmen Meeting
Community Center Room F
40 Dyer Avenue Canton, CT
Wednesday, July 27, 2016 7:00pm

Regular Meeting Minutes

The meeting was called to order at 7:00pm. Members present were: Thomas Sevigny, Chair Leslee Hill, Larry Minichiello, and William Canny. Chief Administrative Officer Robert Skinner was present. Beth Kandrysawtz was absent.

- I. Pledge of Allegiance: Chair L. Hill led the pledge of allegiance followed by a moment of silence for the passing of Lou and Judy Friedman.

- II. Public Participation:
 - a. Richard Barlow, 321 Cherry Brook, wished to follow up on Chair Hill's comments concerning Lou and Judy Friedman stating he knew them and they were great advocates on the local, state, national, and international level for the environment, clean energy, world peace. They certainly will be missed.
 - b. Sarah Faulkner, 25 Dyer Avenue, stated Judy and Lou were remarkable people and our world is better because of them. Ms. Faulkner then addressed the town garage, stating the plan to rebuild the garage on the river has progressed. The board has moved past 674 Albany Turnpike because the offer was turned down, and Ms. Faulkner was at the meeting tonight to ask how the board could turn that back again. The entire river property is located in the Goodwin Dam inundation zone. Ms. Faulkner sited a map compiled by FEMA showing where flooding would be if there were a catastrophic disaster such as an upstream dam failure. The purpose of the document is to have towns not build in that area. Upstream dam failure would cause flooding in Collinsville and take out the entire site. The site would call for extensive earth moving in a flood plain, it would be incredibly expensive, it is too small and unable to be expanded, would ruin a valuable piece of riverfront property, and is in conflict with the town Plan of Conservation and Development. It has been strongly recommended against by the PMBC, the Conservation Commission, and the FRWA. Ms. Faulkner told the board they should make 674 Albany Turnpike work through negotiation, and that the board should stop wasting the people's time and money and go back to the Albany site or the Commerce Drive site.
 - c. David Sinish, 20 Dyer Avenue, felt the point Sarah Faulkner brought up is a pretty scary one and when you look at that map all of our public safety facilities would be inundated and most of Dyer Avenue and way up Rattle Snake Brook, so it is a very significant area. Mr. Sinish has a client that does a lot of work with

FEMA and does a lot of grant writing for Hazard Mitigation Assistance. This client informed Mr. Sinish that there are a couple of programs that the town could use to finance moving the garage from the existing site. Mr. Sinish strongly suggested the board speak with his client and provided Chair L. Hill with the person's contact information. Mr. Sinish left a fact sheet with the board and asked if Canton has a Hazard Mitigation Plan. R. Skinner replied there is a plan and that the town had applied for a Hazardous Mitigation Grant for the garage 3-4 years ago and it was denied. Mr. Sinish asked if there was anything preventing the town from applying again, Mr. Skinner replied the town could apply again as long as there was funding.

- d. Lans Perry, Canton Center, studied rhetoric of social agitation and control at Dartmouth, and feels there are people who have made their minds up, then they reach out and look through a lens with a cognitive bias that allows them to see everything that might support their opinion. Mr. Perry felt the board was trying to do an objective job of understanding what the public at large, for whom they are fiduciaries, would find was best. Mr. Perry felt that the idea that the site was in the river or poses any particular danger to the river is ridiculous. Mr. Perry referred to the sewage plant along the river and summed up by saying garages are noisy, if you put noisy next to stinky it does not bother people as much as noisy next to people trying to sleep. In the case of 674 Albany Turnpike, it is a piece of property that if you were trying to get state or federal money to build on through the Farmland Protection Policy Act, you would be prohibited from doing so unless you could demonstrate you have considered other sites. From an ecological perspective it is much better to put the garage where it is then to put it in the middle of prime farm soil. Mr. Perry stated the voters should be afforded an opportunity to make a decision.
- e. Guerry Dotson, 109 Torrington Avenue, sent an e-mail to the board members. Chair L. Hill did not receive it. Mr. Dotson stated he would like everyone to look at this twenty years from now. Twenty years from now do we still want a highway garage on the river? If we have to pay more to get it off the river shouldn't we? Mr. Dotson does not know any other reasonable access to the river besides property on the other side of the river which he happens to own, or Dave Martin happens to own, and that is not for sale. Mr. Dotson would like to think in twenty years that would be an amazing recreational area that would be worth any premium to move the garage somewhere else. Mr. Dotson understands that something has to be done short-term, but he is looking at the long-term.

III. Appointments/Resignations:

- a. Appointment of Robert Celmer (R) as a temporary member to the Permanent Municipal Building Committee for a term to expire at the conclusion of the Public Works Highway Garage Project. Mr. Celmer was not present and the appointment was moved to the next meeting.
- b. Appointment of Priscilla Cifone (I) as a regular member to the Commission on Aging Board for a term to expire on July 31, 2020. **T. Sevigny moved to appoint Priscilla Cifone (I) as a regular member to the Commission on Aging Board for a term to expire on July 31, 2020. W. Canny seconded. The vote**

passed unanimously. Priscilla Cifone was unable to be at the meeting and will be sworn in by Robert Skinner or Linda Smith at a later date.

- c. Resignation of Lance Hansen from the Farmington River Coordinating Committee and Lower Farmington River/Salmon Brook Wild and Scenic Study Committee effective immediately. Chair L. Hill acknowledged Mr. Hansen's resignation.
- d. Resignation of Walter LeGeyt from Zoning Board of Appeals effective immediately. Chair L. Hill acknowledged Mr. LeGeyt's resignation.
- e. Resignation of David Bondanza Chair of the Planning and Zoning Commission effective immediately. Chair L. Hill acknowledged David Bondanza's resignation due to too many conflicts in his schedule.

IV. Adoption of Consent Agenda:

- a. Refund of taxes pursuant to Connecticut General Statutes §12 129.
 - b. Approval of Board of Selectmen Minutes – July 13, 2016 Regular Meeting.
- T. Sevigny moved to approve the Consent Agenda. W. Canny seconded. The vote passed unanimously.** There were two corrections to the minutes. Faulkner was misspelt in one instance, and Lance should have been Lans.

V. Consideration of Old Business:

- a. Review possible options for relocating the Public Works Facility: Chief Administrative Officer Robert Skinner reported that the offer to New Hartford Market Place LLC consistent to what was approved by the Board of Selectmen with several contingencies, was communicated verbally and in writing. On Monday, July 18th Mr. Skinner received a letter rejecting the offer, reason given the purchase price was not in their best interest. Mr. Skinner communicated back to them asking if they were going to make a counter-offer. They answered there would be no counter-offer, the offer was significantly lower than what they were looking for. The town has moved forward with Fuss and O'Neil to construct a conceptual site plan, floor plan, cost estimate, etc... and have it done before the August 10th board meeting. Concerning the Goodwin Dam inundation, three dams were mentioned concerning the impact to Collinsville. If the Goodwin Dam was to release it would be three feet over Collinsville bridge. If the Nepaug Dam released it would be 21 feet over Collinsville bridge. If the Seville Dam released it would be 46 feet over Collinsville bridge. If the town says they will not build anything in these areas there will be a large area that cannot be built in. L. Minichiello stated one of the concepts is rebuild and recapture. The idea of a garage there and also providing recreational facilities is a possibility. Also providing a public restroom would take the pressure off of the merchants. L. Minichiello believes that the Commerce Drive property is considered a prime property and the owners, Castle Corp. has plans for the property down the road including residential units. There are also deed restrictions on the Commerce Drive area property. W. Canny stated he also has a passion for the river, but he has to take the emotion out of the passion and look at it objectively. There are not many options right now and it is a tough decision. L. Hill did not feel it was in the best interest of the community to pay more for a property (674 Albany

10a9

Turnpike) than it was worth. The voters said no to Commerce Drive. L. Hill stated the board's job is to look at what is feasible and practical and come up with a plan to take to the Board of Finance and see what they feel. If the Board of Finance thinks a plan would work, then it will be brought to the voters.

VI. Consideration of New Business:

- a. Review and possibly approve the Connecticut Fair Plan Grant submitted by Tim Tharau, Fire Marshal in the amount of \$500 for the purpose of funding a digital camera to be utilized in fire investigations. **T. Sevigny moved to authorize the Fire Marshal to submit a Fair Plan Grant in the amount of \$500 for the purpose of funding a digital camera to be utilized in the fire investigations. W. Canny seconded. The vote passed unanimously.** R. Skinner explained the town did partially budget for the camera. In case the Fire Marshal would have to use picture in court at some point, the quality would need to be good.
- b. Set time and date for a Town Meeting to vote on whether to approve the Connecticut Department of Transportation Transit Orientated Development Grant in the amount of \$1,297,100 to fund Phase Two of the Collinsville Streetscape Project. **T. Sevigny moved to approve August 10, 2016 in Room F of the Community Center at 7:00pm as the date and time for a Town Meeting to vote on whether to approve the Connecticut Department of Transportation Transit Orientated Development Grant in the amount of \$1,297,100 to fund Phase Two of the Collinsville Streetscape Project. W. Canny seconded. L. Minichiello opposed because the state is in financial difficulty and much of this money is coming from bonded financing at the whim of Governor Malloy. The vote passed 3-1-0.**
- c. Set time and date for a Town Meeting to vote on whether to approve a transfer of \$221,500 from the undesignated fund balance for the purpose of partially funding the replacement of a section of the roof on the Cherry Brook Elementary School. **W. Canny moved to approve August 10, 2016 in Room F of the Community Center at 7:00pm as the date and time for a Town Meeting to vote on whether to approve the transfer of \$221,500 from the undesignated fund balance for the purpose of partially funding the replacement of a section of the roof on the Cherry Brook Elementary School. T. Sevigny seconded. The vote passed unanimously.**
- d. Review creating a Historic District Study Committee to review and make recommendations for future options for the Canton Center Historic District: R. Skinner gave the board a lot of information in their packets.
 - i. The board can appoint a committee.
 - ii. The committee must have five members and three alternates.
 - iii. The same process would have to be followed to remove a historic district as it is to create a historic district
 - iv. Currently there are not enough members on the committee to conduct business (only 1 member)
 - v. If there is no Canton Center Historic Committee to conduct business any applications referred to the committee by the Planning and Zoning Commission would automatically pass after 65 days.

10a (10)

- vi. In order to combine the Collinsville Historic District Committee with the Canton Center Historic Committee the two Committees would have to be dissolved then reestablished as one Committee.

T. Savigny moved to authorize Canton to advertise for people who are interested in being on a temporary commission to be created no sooner than thirty days from tonight's meeting. W. Canny seconded. The vote passed unanimously.

- VII. Communications from the CAO, Town Agencies, Officials and/or other governmental agencies and officials:
 - a. First Selectman's Report: None
 - b. CAO Report:
 - i. A tentative agreement has been reached with the Dispatch Union. Terms will be reviewed at the next meeting. Negotiations are still on going with the Police Department.
 - ii. The Cherry Brook Grange was discussed with the Building Official. At least two bathrooms would be needed on the first floor, and a ramp would be needed outside for wheel chair accessibility. R. Skinner is communicating with representatives from the Boy Scouts about their use of the building and their role in fixing it up.
 - c. Monthly Report; None
 - d. Absentee Record: None
- VIII. Remarks by Selectmen: L. Minichiello was asked by Walter LeGeyt to drive around town with him and look at the landscape and drainage in town. L. Minichiello took pictures of damaged drainage and will send them to Robert Skinner.
- IX. Adjournment: **T. Sevigny moved to adjourn the meeting. L. Minichiello seconded. The meeting was adjourned.**

Recorded By:

Kimberly A. Cyr