

**Board of Finance  
TOWN OF SIMSBURY, CONNECTICUT  
REGULAR MEETING MINUTES  
Tuesday, October 19, 2021 at 5:45 P.M.  
Zoom Meeting/Simsbury Community Television Live Stream**

**PRESENT:**

Lisa Heavner, Arthur House, Derek Peterson, Robert Pomeroy, Kevin Prell, and Linda Schofield.

**ALSO PRESENT:**

Francine Beland, Assessor; Nick Boulter, Chief of Police; Maria Capriola, Town Manager; Jenna Caulfield, Police Commission Chairperson; Tom Fitzgerald, Management Specialist; Amy Meriwether, Director of Finance; Tom Roy, Director of Public Works; Tom Tyburski, Director of Culture, Parks and Recreation; and Eric Wellman, First Selectman.

**1. Call to Order - Establish Quorum**

Mr. Pomeroy called the meeting to order at 5:48 P.M.

**2. Pledge of Allegiance**

All present stood for the Pledge of Allegiance.

**3. Presentation: Grand List Projections**

Ms. Beland reviewed the grand list projections which include FY 22/23 new development projects based on information from the Planning department, anticipated completion of current projects and abatements. Ms. Beland responded to question from Mr. Pomeroy inquiring how rental properties are assessed. She noted rental properties are assessed based on the market, income and expense reports from property owners unless it is a new build which is based on cost since they do not have an income to report.

Mr. Pomeroy noted their job is to project and make budgets that are balanced over time with accuracy being the main goal. Mr. Pomeroy asked if a hired consultant was ever utilized to help support these forecasts. Ms. Heavner state there has not but recommended adding this to the budget for this year.

Mr. Peterson had a query on the Tax Appeal Adjustment number and mentioned the report looks like the best that can be done. Mr. House added that if the report is accurate, it would have serious implications for the town spending & salary increases because they will not have the revenue. Ms. Beland said she will have a more accurate forecast in December or January as she will have more data to include.

**4. FY20/21 Year End Financial Results**

Ms. Meriwether provided an overview of the year end final results for the Town as well as the Board of Education. Discussion ensued around the overall year end surplus and how large surpluses could be mitigated in the future. Ms. Heavner asked if a consultant could be brought in to help do some long-term forecasting. Ms. Schofield agreed and said it did not seem reasonable to budget based on expectations that 100% of the positions will be filled for 100% of the time.

Mr. Pomeroy said some prior data collection on actual hiring versus forecast could be useful going forward.

## **5. Proposed General Fund and Capital Transfers**

Ms. Meriwether provided an overview of the General Fund and Capital Transfers as recommended by the Board of Selectmen. Mr. Pomeroy asked about the \$300K project for facility improvements at the Performing Arts Center (PAC). Discussion ensued. Ms. Schofield mentioned a possible federal grant and said that it's still not clear if they will qualify for it. She said she is waiting for Ms. Capriola to investigate further with her liaisons before they spend hours writing grant applications that they may not be eligible for. Ms. Schofield added that if a grant is not possible the PAC would love to see some funding provided by the town. Ms. Heavner brought up an option to help the PAC which would be to assign reserves of \$300K. Ms. Schofield was in favor of this option said it would be for \$800K. Mr. Wellman was open to discussion at a subsequent Board of Selectmen meeting.

**MOTION:** Ms. Heavner made a motion, effective October 19, 2021 to approve the proposed General Fund and Capital Transfers as presented. Ms. Schofield seconded the motion. All were in favor and the motion passed unanimously.

## **6. Tri – Board Prep Discussion**

Mr. Pomeroy discussed preparing for the Tri-Board meeting and suggested the three boards should have presentations prepared outlining what they want to accomplish with the next budget. The goal is to build a combined budget to address these needs and come back to what the impact would be on the tax rate so it's a more reiterative process. The goal is for the boards to present first, review needs and look at best practices and policies and then affordability. He said they will get something out to everyone to look at before the November 16<sup>th</sup> meeting.

## **7. Approval of Minutes – September 21, 2021**

The minutes from the September 21, 2021, Regular Finance Meeting were approved as submitted.

## **8. Adjourn**

**MOTION:** Mr. Prell made a motion to adjourn the meeting at 7:18P.M. Ms. Schofield seconded the motion. All were in favor and the motion passed unanimously.

Respectfully submitted,  
Marion Lynott  
Commission Clerk