



**WESTPORT CONNECTICUT
BOARD OF FINANCE**

NOTICE OF PUBLIC HEARING

The Board of Finance will hold its Public Hearing on **Monday, July 1, 2013 at 8:00 p.m.** in the Auditorium of Town Hall. The following item(s), and any others properly presented before the Board, will be considered:

AGENDA

DISCUSSION/REVIEW

1. Financial Report from the Finance Director.
2. Status Update from the Internal Auditor.

TRANSFERS IN THE 2012-2013 BUDGET

3. The Board will consider the following request(s) for transfer amounts of \$3,000 or less that have been approved by the First Selectman:
 - a) A request by the Parks and Recreation Director for a transfer of \$3,000 to the Parks and Recreation Golf-Fees & Services Account# 10108832-531000; \$1,000 from the Parks and Recreation Golf-Other Materials & Supplies Account#10108832-569000 and \$2,000 from the Parks and Recreation Administration-Fees Account#10108810-531050 for additional funds required in fees and services for course assessment from golf course architect in the aftermath of Storm Sandy.

DISCUSSION

4. Update on Baron South committee's proposal.
5. Update on Gunn House RFP.
6. Discussion of the Selectman's Five-Year Capital Forecast. No action will be taken.

APPROVAL OF MINUTES

7. Approve the Board of Finance Minutes of the June 5, 2013 regular meeting.



WESTPORT CONNECTICUT

PARKS AND RECREATION DEPARTMENT

LONGSHORE CLUB PARK

260 SOUTH COMPO ROAD, WESTPORT, CT 06880

(203) 341-5090

June 4, 2013

RECEIVED

JUN 5 - 2013

TOWN OF WESTPORT
SELECTMAN'S OFFICE

Gordon Joseloff
First Selectman
Town Hall
110 Myrtle Avenue
Westport, CT 06880

Dear Mr. Joseloff:

The Parks and Recreation Department respectfully requests the following transfer of funds:

<u>ACCOUNT</u>	<u>FROM</u>	<u>TO</u>
10108832 569000 Golf - Other Materials and Supplies	\$1,000	
10108810 531050 Administration - Fees	\$2,000	
10108832 531000 Golf - Fees and Services		\$3,000

Reason for transfer: Additional funds required in fees and services for course assessment from golf course architect in the aftermath of Storm Sandy.

Respectfully,

Stuart S. McCarthy
Director of Parks and Recreation

Approved:
Gordon F. Joseloff
First Selectman

SSMcC:sk
cc: Gary Conrad



**WESTPORT CONNECTICUT
BOARD OF FINANCE**

UNAPPROVED MINUTES

The Board of Finance held its Public Hearing on **Wednesday, June 5, 2013** in the Auditorium of Town Hall. The meeting was called to order at 8:00 p.m.

Members present: Collins, Garten, Kaner, Lasersohn, Pincavage, Rea, Stern

AGENDA

DISCUSSION/REVIEW

1a. Review of pension and OPEB returns to date.

Controller Ken Alexander made the presentation. No action was taken.

1b. Status Update from the Internal Auditor.

Internal Auditor Lynn Scully made the presentation. No action was taken.

TRANSFERS IN THE 2012-2013 BUDGET

2. A request by the Fire Chief for a transfer of \$6,800 to the Emergency Management Equipment Account# 10102250-575100; \$5,600 from the Emergency Management Equipment Maintenance and Operations Account#10102250-542000 and \$1,200 from the Emergency Management Medical Supplies/Miscellaneous Account#10102250-569002 for the purchase of a Polaris Ranger Utility Vehicle.

Vote: 7-0. Motion APPROVED

3. A request by the Human Services Director for a transfer of \$15,360 to the Social Services Fee & Services Account #10105520-531000 from the following accounts for the purchase of a database software:

\$4,200 from Senior Services Fees & Services Account #10105530-531000
\$6,000 from Social Services Salary Account #10105520-511000
\$1,800 from Social Services Contract Services Account #10105520-532000
\$360 from Social Services Supplies Account #10105520-561000
\$2,000 from Youth Services Extra Help Account #10105510-513001
\$500 from Youth Services Overtime Account #10105510-513002
\$500 from Youth Services Fees & Services Account #10105510-531000

Vote: 7-0. Motion APPROVED

APPROPRIATIONS IN THE 2012-2013 BUDGET

4. A request by the Director of Public Works for an appropriation of \$135,000 from the Capital & Nonrecurring Expenditure Fund (C&NEF) Account to purchase a backhoe to replace a 21 year old, 1992 machine.

Vote: 7-0. Motion APPROVED

5. A request by the Parks and Recreation Director along with the Board of Education for bond and note authorization of \$320,000 for replacement of the existing tennis courts at Staples High School.

Vote: 7-0. Motion APPROVED

RECOMMENDATION

6. A request by the First Selectman, in accordance with Section C6-3 of the Town Charter, to approve a lease between the Town of Westport and Chef Briana LLC dba STEAM for concession space and parking spaces at the eastbound side of the Saugatuck Railroad Station.

Mr. Lasersohn moved and Ms Collins seconded a motion to recommend the lease with a modification to conform the lease to the RFP and provide for an initial term of 5 years with an option to extend for another 5 years if the parties mutually agree.

Vote: 7-0. Motion APPROVED

7. A request by the First Selectman, in accordance with Section C6-3 of the Town Charter, to approve a lease between the Town of Westport and Chef Briana LLC dba STEAM for concession space and parking spaces at the north side of the Green Farms Railroad Station.

Mr. Lasersohn moved and Ms Collins seconded a motion to recommend the lease with a modification to conform the lease to the RFP and provide for an initial term of 5 years with an option to extend for another 5 years if the parties mutually agree.

Vote: 6-1 (Mr. Rea voted no). Motion APPROVED

DISCUSSION

8. Discussion of the Selectman's Five-Year Capital Forecast. No action will be taken.

POSTPONED

APPROVAL OF MINUTES

9. Approve the Board of Finance Minutes of the May 23, 2013 regular meeting.

Mr. Pincavage moved and Mr. Lasersohn seconded a motion to approve the May 23, 2013 minutes.

Vote: 7-0. Motion APPROVED

ADJOURNMENT

Mr. Lasersohn moved and Mr. Pincavage seconded a motion to adjourn at 9:44 p.m.

Vote: 7-0. Motion APPROVED

Submitted by H. Garten 6/6/13