

**NORFOLK BOARD OF FINANCE
MINUTES OF DECEMBER 13, 2011 MEETING**

Members present were G. Allyn, K. Harvill, K. Sebach, N. Ritson, D. Torrey, L. Groppo, J. DeCerbo and M. Sconyers

N. Ritson was appointed in place of J. Robinson.

The meeting was called to order at 7:30 p.m. by M. Sconyers, who welcomed the new members.

Minutes of the November 8, 2011 Meeting were approved on motion of N. Ritson, second by G. Allyn and unanimously approved.

There were two pieces of correspondence from Eleanor LaForge requesting the following:

1. Refund of excess payments to Financial Services Vehicle Trust in the amount of \$313.11; and
2. Refund of overpayment and excess payments to Colin and Karen Wilson in the amount of \$972.95.

These payments were approved on motion of M. Sconyers, second by D. Torrey and unanimously approved

Members reviewed the current budget.

S. Dyer reported that Storm Alfred has been declared a disaster and she is waiting for FEMA officials to contact her. She expects that the town should receive 70% reimbursement. It was noted by M. Sconyers that the Board will have to deal with the 30% shortfall.

S. Dyer also reported that she has one more meeting with the FEMA representative to go over final numbers for Hurricane Irene.

She also mentioned that the Tax Collector's office will begin accepting payments via credit cards and that Eleanor LaForge's computer must be replaced. Her current computer is nine or ten years old and she will need a faster computer to process the credit card payments. A replacement computer should cost about \$800.

Chelsea Byrne reported that she is hoping to receive more payments from the Tax Collector in January.

S. Dyer stated that the accrual of pension benefits for Town employees ends on December 31. She is hoping to know much more about the change of plans in February.

M. Sconyers stated that J. Robinson is in Alaska on active duty. M. Sconyers moved that J. Robinson be put on leave of absence status with the Board of Finance until further notice, motion seconded by K. Harvill and unanimously approved.

Meeting dates for 2012 were set on motion of D. Torrey, second by N. Ritson, and unanimously approved. Schedule is attached.

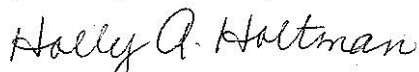
There was nothing under 2/3 vote.

G. Allyn extended compliments to the Board of Selectman for the nice job done on the metal building behind the Town garage.

P. Bernard inquired about the ditch that was dug between the new garage and old garage. S. Dyer explained that it was connecting drainage pipes for the oil separator.

Meeting adjourned at 8:50 p.m. on motion of G. Allyn, second by K. Harvill.

Respectfully submitted,



Holly A. Holtman, Secretary
Norfolk Board of Finance