

Town of New Fairfield
Board of Finance
4 Brush Hill Road
New Fairfield, CT 06812

MINUTES

Board of Finance Regular Meeting
Wednesday, March 31, 2021
7:30 PM
Virtual meeting via Zoom

Members present via Zoom

Wes Marsh, Chairman
Michael Cammarota
Tom Garben
Jane Landers
Anthony Yorio
Terry Friedman, Alternate
Mark Werner, Alternate
Greg Williams, Alternate

Members not present

Cheryl Reedy

Other Town Officials Present via Zoom

Ed Sbordone, Finance Director and Town Treasurer
Pat Del Monaco, First Selectman
Kim Hanson, Selectman
Khris Hall, Selectman
Dr. Pat Cosentino, Superintendent of Schools
Dr. Rich Sanzo, BOE Director of Business and Operations
Julie Luby, Assistant Superintendent of Schools
James D'Amico, High School Principal
Cheryl Milo, Middle School Assistant Principal
Alyce Misuraca, BOE Director of Curriculum
Peggy Katkocin, BOE Chairman
Kathy Baker, BOE member
Dominic Cipollone, BOE member
Samantha Mannion, BOE member
Rick Regan, BOE member
Stephanie Strazza, BOE member

Call To Order Chairman Wes Marsh called the meeting to order at 7:30pm.

Paul Gouveia gave a brief overview of the rules and procedures for having a virtual meeting.

Pledge of Allegiance

Appointments

Cheryl Reedy was not present for this meeting and designated Greg Williams to act in her absence.

Addition to the agenda

Wes Marsh made a motion to add agenda item #6A "Approval of Minutes of the March 25, 2021 audit subcommittee meeting". Jane Landers seconded the motion. **Vote: 6-0-0 (Motion approved)**

Public Comment-None

Approval of Minutes

Michael Cammarota made a motion to approve the minutes of the March 24, 2021 regular meeting as presented. Jane Landers seconded the motion. **Vote: 6-0-0 (Motion approved)**

Jane Landers made a motion to approve the minutes of the March 25, 2021 audit subcommittee meeting as presented. Greg Williams seconded the motion. **Vote: 6-0-0 (Motion approved)**

Budget Transfers

Wes Marsh made a motion to approve the following Inter-Departmental transfer in the amount of \$25,000 as presented. Jane Landers seconded the motion. **Vote: 6-0-0 (Motion approved)**

\$	Transfer From		\$	Transfer To	
\$25,000.00	001-4160-0000-000/140.00	Unclassified P&B Salary Adjustments	\$10,000.00	001-4140-0000-000/110.00	Communications Center Salaries
			\$5,000.00	001-4215-0000-000/112.00	Communications Center Part-Time
			\$10,000.00		Communications Center Overtime
\$25,000.00			\$25,000.00		

Wes Marsh made a motion to approve the following Inter-Departmental transfer in the amount of \$40,000 as presented. Michael Cammarota seconded the motion. **Vote: 6-0-0 (Motion approved)**

\$15,000.00	001-4195-0000-000/626.00	Utilities-Gasoline & Diesel	\$40,000.00	001-4161-0000-004/332.01	Professional Services-Legal General
\$10,000.00	001-4160-0000-000/250.00	Payroll and Benefits-Unemployment			
\$10,000.00	001-4160-0000-000/260.00	Payroll and Benefits-Workers Comp.			
\$5,000.00	001-4162-004-000/313.00	Intergovernmental Agency-CCM			
\$40,000.00			\$40,000.00		

Fiscal year 2021/2022 Budget planning

The Board discussed the following topics regarding the 2021/2022 budget:

- Tom Kowalchick from USI spoke of the medical plan. He showed a comparison of premiums based on a Stop Loss Analysis. He noted that he looked at outside Stop Loss carriers and Anthem had the most competitive rates. It was noted that two claimants had claims over \$150,000. He spoke of how changing the Stop Loss amount would affect these claims.
- Wes Marsh thanked the BOS and BOE for showing the effects of cuts for their respective budgets. Rich Sanzo spoke of cuts that were already made to the budget and the effects of

the \$350,000 cuts. He noted that if the \$350,000 cuts went through, these items would be funded through the ESSER and the American Rescue Plan grants. He spoke of a contingency for Special Education and unanticipated expenses due to COVID-19.

- First Selectman Pat Del Monaco spoke of proposed cuts which include Worker's Compensation, State Police, Salary Adjustment and Road Repair.
- The BOF reviewed a chart that shows the effect of reductions to the Mil Rate.

There was a discussion of the taxpayers ability to pay and the need to consider the debt service when putting forth a budget. The BOF discussed timing of the budget and whether or not it is best to wait until more information is known about the federal relief money.

Tom Garben made a motion to cancel the April 7, 2021 BOF meeting and to reschedule the Budget Mark Up to April 21, 2021. Michael Cammarota seconded the motion.

Vote: 6-0-0 (Motion approved)

Fraud Policy update

Jane Landers noted that she wrote up changes that were discussed at the BOS meeting on March 29th. This was sent to Town Counsel for review and will be discussed at the April 21st meeting.

Audit update

Wes Marsh noted that the Audit subcommittee met with the auditor from PKF O'Connor Davies. He gave a brief summary of the financial statements. He noted that there were no deficiencies reported, the tax collection rate is higher than most towns in Connecticut and the town is in great financial shape. There were some recommendations given by the auditor that will be discussed once the budget is done.

Wes Marsh made a motion to accept the audit for fiscal year 2019/2020 as prepared by O'Connor Davies. Michael Cammarota seconded the motion. **Vote: 6-0-0 (Motion approved)**

The BOF discussed the possibility of retaining the audit firm of PKF O'Connor Davies for the fiscal year 2020/2021 audit. Wes Marsh noted that there will be increased labor hours due to the school project. There will also be some extra hours due to COVID related expenses but they are expected to be covered by the American Rescue Plan.

Wes Marsh made a motion to retain PKF O'Connor Davies for the 2020/2021 audit. Michael Cammarota seconded the motion. **Vote: 6-0-0 (Motion approved)**

Public Comment- None

Future Agenda items

- Budget
- Fraud policy

Board Member Comments

Board members thanked everyone involved in a good budget discussion and thanked everyone involved. They encouraged everyone to stay safe.

Adjournment

Jane Landers made a motion to adjourn the meeting at 9:05 pm. Tom Garben seconded the motion.

Vote: 6-0-0 (Motion approved)