

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

**MINUTES**  
**Board of Finance Regular Meeting**  
**Wednesday, June 16, 2021**  
**7:30 PM**  
**Virtual meeting via Zoom**

***Members present via Zoom***

Wes Marsh, Chairman  
Michael Cammarota  
Tom Garben  
Jane Landers  
Cheryl Reedy  
Anthony Yorio  
Terry Friedman, Alternate  
Mark Werner, Alternate  
***Members not present via Zoom***  
Greg Williams, Alternate

***Other Town Officials Present via Zoom***

Ed Sbordone, Finance Director and Town Treasurer  
Pat Del Monaco, First Selectman  
Khris Hall, Selectman

**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**- None

**Correspondence and Announcements**

Chairman Wes Marsh noted that Town meetings will go back to in-person effective July 1<sup>st</sup>. He noted that the First Selectman is waiting to get information from the legislature about the possibility of hybrid meetings.

Cheryl Reedy noted that the BOF received an email from Superintendent of Schools Dr. Pat Cosentino thanking the members of the Board of Finance for their work with the budget process.

**Public Comment**-None

**Approval of Minutes**

Jane Landers made a motion to approve the minutes of the May 12, 2021 special meeting as presented. Anthony Yorio seconded the motion. **Vote: 6-0-0 (Motion approved)**

Michael Cammarota made a motion to approve the minutes of the June 5, 2021 special meeting as presented. Cheryl Reedy seconded the motion. **Vote: 6-0-0 (Motion approved)**

**Budget Transfers-** None

**Discussion of the 2021/2022 budget referendum**

Wes Marsh noted that both budgets passed at the referendum on June 5<sup>th</sup>. He noted that there was a very low voter turnout and both votes were extremely close. There was a brief discussion of how the school projects affect the budget and how the BOF needs to be mindful of the increase in the next few years.

**Approval of the Suspense List**

Wes Marsh made a motion to approve the Suspense list for the Town of New Fairfield dated May 26, 2021 as presented. Cheryl Reedy seconded the motion. **Vote: 6-0-0 (Motion approved)**

**Discussion of Tax Collector's salary**

Cheryl Reedy spoke of the high collection rate of the Tax Collector and noted her outstanding work. She spoke of the policy that the BOF sets the salary for elected officials in Town. She spoke of how her salary compares to the Tax Collectors in surrounding towns. There was a discussion of the possibility of increasing the salary for the Tax Collector. The Board discussed whether or not this increase should be based on longevity or merit and whether it should be a salary increase or a stipend.

Cheryl Reedy made a motion to increase the salary of the Tax Collector by \$5,000 per year effective July 1, 2021 with the BOF determining the funding source from the 2021/2022 fiscal year budget. Anthony Yorio seconded the motion. **Vote: 6-0-0 (Motion approved)**

**Discussion of Fraud policy**

Wes Marsh noted that the Town Attorney has reviewed the proposed Town Fraud policy and procedures. This policy will also need to be adopted by the Board of Selectmen.

Wes Marsh made a motion to approve and adopt the Fraud Policy and Procedures as presented. Anthony Yorio seconded the motion. **Vote: 6-0-0 (Motion approved)**

**ONGOING UPDATES**

**Medical update-** The prescription drug rebate is projected to be approximately \$285,000.

**Legal update-** The balance as of June 7, 2021 is \$32,241.00. Bills have been received as of the end of May.

**Year to date Expenses review-**Overtime for Police, Communications and Public Works are under control. Finance Director Ed Sbordone noted that there will be an expenditure surplus.

**Revenue update-**The tax collection rate is 99.71%. This may be due to the number of houses being sold in town. Building revenue is up. Interest income is down but Real Estate conveyance income is well above the budget. An ECS payment will be received in the near future. There is currently a surplus of approximately \$616,000.

**Cap & Non update-** There was a brief discussion of the Fire Company Reserve fund.

**Discussion and review of preliminary Fiscal Year 2020/2021 surplus and Unassigned General Fund Balance**

Ed Sbordone spoke of the balance in the unassigned general fund balance. He noted that as of June 30, 2020 the percentage of the budget was 19.74%. He spoke of additional appropriations that were funded through this account that have reduced this fund balance and caused the fund to drop to 16.79%. It is anticipated that there will be a surplus that may affect this percentage.

**Public Comment**- None

**Future Agenda items**

- Update on surplus
- Source for increase in salary for Tax Collector

**Board Member Comments**

Members of the Board of Finance wished everyone a happy and healthy summer. They congratulated the New Fairfield High School Seniors on their graduation and congratulated Network Administrator Paul Gouveia on his recent marriage.

**Adjournment**

Jane Landers made a motion to adjourn the meeting at 8:39 pm. Cheryl Reedy seconded the motion.

**Vote: 6-0-0 (Motion approved)**

Received by Email on 6/18/2021 @ 8:55 am  
by Holly Z Smith, Asst. Town Clerk, New Fairfield