

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

**MINUTES**

**Board of Finance Regular Meeting**  
**Wednesday, September 15, 2021**  
**7:30 PM**  
**Virtual meeting via Zoom**

***Members present via Zoom***

Wes Marsh, Chairman  
Michael Cammarota  
Tom Garben  
Cheryl Reedy  
Anthony Yorio  
Mark Werner, Alternate  
Greg Williams, Alternate

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

Ed Sbordone, Finance Director and Town Treasurer  
Pat Del Monaco, First Selectman  
Khris Hall, Selectman  
Kim Hanson, Selectman  
Dr. Pat Cosentino, Superintendent of Schools  
Dr. Rich Sanzo, Director of Business and Operations

***Members not present via Zoom***

Jane Landers  
Terry Friedman, Alternate

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

Dr. Rich Sanzo gave a brief overview of the rules and procedures for having a virtual meeting.

**Pledge of Allegiance**

**Appointments**

Cheryl Reedy made a motion to elevate Mark Werner to a full voting member to serve in place of Jane Landers. Michael Cammarota seconded the motion. **Vote: 5-0-0 (Motion approved)**

**Correspondence and Announcements-** None

**Public Comment**

Selectman Kim Hanson spoke of his concerns regarding the Fraud Policy and asked that the BOF consider tabling the vote and having a working group with the BOS to discuss potential issues with this policy.

**Approval of Minutes**

Wes Marsh made a motion to approve the minutes of the July 21, 2021 regular meeting as presented. Michael Cammarota seconded the motion. **Vote: 5-0-1 (Motion approved- Cheryl Reedy abstained)**

**Budget Transfers**

Finance Director Ed Sbordone spoke of the budget transfers for the year-end true ups for fiscal year 2020-2021.

Wes Marsh made a motion to make the following Inter-Departmental transfer in the amount of \$1,900.54. Cheryl Reedy seconded the motion. **Vote: 6-0-0 (Motion approved)**

\$	Transfer From		\$	Transfer To	
\$1900.54	001-4160-0000-000/140.00	Unclass. Payroll & Benefits-Salary Adj.	\$13.23	001-4152-0000-000/105.00	Treasurer's- Elected Salaries
			\$798.18	001-4162-0000-000/421.00	Intergovernmental Agency-HHW
			372.02	001-4295-0000-000/110.00	Animal Control-Salaries
			399.11	001-4410-0000-000/110.00	Health-Salaries
			318.00	001-4410-0000-000/334.00	Health-Water Tests
<b>\$1900.54</b>			<b>\$1900.54</b>		

There was a brief about the Intra-Departmental salary transfers for payroll.

**Update on Medical Plan prescription drug rebate**

Wes Marsh noted that he contacted Tom Kowalchik about information concerning the prescription drug rebate and noted that Anthem does not disclose information concerning the drug rebate as it could compromise contracts with drug manufactures.

**Update on Preliminary Budget Surplus FY 2020-2021**

Wes Marsh made a motion to approve the following appropriation (town meeting not required) in the amount of \$118,645.83, which represents 100% of the FY2020/21 BOE expenditure surplus and prior fiscal year encumbrance closeouts from the General Fund-Unreserved to the BOE Cap&Non. Cheryl Reedy seconded the motion. **Vote: 6-0-0 (Motion approved)**

\$	Transfer From		\$	Transfer To	
\$60,899.08	E25321	General Fund-Unreserved (2020-2021 Surplus)	\$118,645.83	306-4600-0000-000/700.03	BOE Capital and Non-recurring
\$57,746.75	E23531	General Fund-Unreserved (Prior-year close outs)			

\$118,645.83			\$118,645.83		
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There was a brief discussion of additional revenue of \$330,000 received by the Board of Education for special education funds from the State and if this should affect the amount of surplus given to the BOE.

There was a lengthy discussion of the request by the Board of Selectmen to use the Town surplus for the following reasons: Fire Company Reserve (Operating Surplus), vinyl siding for the Company A Firehouse, camera for police cars, road repair and the purchase of 13 & 15 Route 37. The BOS is requesting that these projects be funded with 100% of the expenditure surplus (approximately \$503,000) and approximately \$219,000 of the revenue surplus.

First Selectman Pat Del Monaco spoke of the reasons for purchasing of the property at 13 & 15 Route 37 and potential uses. It was noted that this project has received bipartisan support from the entire BOS. There was a brief discussion of how ARPA (American Rescue Plan Act) funds can be used. There was a brief discussion of the five-year capital and nonrecurring plan. It was decided to table the approval of the budget surplus until further discussion.

**Discussion of Fraud policy**

Wes Marsh gave an update on the proposed Fraud policy. He noted that it was reviewed by the town attorney and another attorney. This policy was then approved by the entire BOF and then brought to the BOS. Selectman Kim Hanson suggested some changes to the proposed policy and suggested a workshop between the BOF and BOS. There was a discussion of the role of BOF in preparing this policy.

**Town Audit Fee**

Wes Marsh noted that the fee for the audit needs to be increased by \$1400 per year. This includes and increase of 2% over last year and an additional fee due to the new construction fund.

**American Rescue Plan update**

First Selectman Pat Del Monaco spoke of the American Rescue Plan (ARPA) and noted that New Fairfield is scheduled to receive \$4,100,000. Half of the funds were received in June 2021 and the other half expected in June 2022. The Town of New Fairfield will determine how the money is spent and an audit will be done to determine that they are eligible expenditures. She gave examples of what are considered eligible expenses. She noted that a there is a working group formed to come up with the best recommendations for the uses of this money.

There was a discussion of the potential purchase of 13 & 15 Route 37. It was decided to delay the decision to vote on this at this time.

**ONGOING UPDATES**

**Medical update-** The reserve fund looks healthy. The town received a prescription drug rebate of \$285,521

**Legal update**-The board reviewed a report ending with fiscal year 2020-2021 and the current year's report.

**Year to date Expenses review**- The board reviewed both the current year and prior year expenditures. There was a brief discussion of salary expenditures.

**Revenue update**- The board reviewed both the current year and prior year revenues. This report includes information to see how the surplus was derived.

### **Cap & Non update**

It was noted that the library renovation is still open until it is audited in 2022. There was a brief discussion of ARPA funds.

### **Public Comment**

Selectman Kim Hanson spoke of the budget surplus and noted that he was not in favor the sewer studies and suggested the possibility of bringing water directly to businesses. He further spoke of the surplus and his concerns that the decision not to approve the transfer to buy 13 & 15 Route 37 was short sited by the BOF. He spoke of many advantages that will come to the town by acquiring this piece of land.

### **Future Agenda items**

- Update on Capital plan
- Town budget surplus
- American Rescue Plan Act

### **Board Member Comments**

Members of the Board thanked everyone for a spirited discussion at tonight's meeting. There was a reminder that New Fairfield Day will be held this Saturday, September 18<sup>th</sup> on Memorial Field.

### **Adjournment**

Michael Cammarota made a motion to adjourn the meeting at 9:31 pm. Mark Werner seconded the motion. **Vote: 6-0-0 (Motion approved)**

Received by Email on 09/22/2021 @ 08:30 AM  
by Holly Z. Smith, Asst. Town Clerk, New Fairfield