

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

MINUTES

**Board of Finance Regular Meeting
Wednesday, November 17, 2021**

7:30 PM

Virtual meeting via Zoom

Members present via Zoom

Wes Marsh, Chairman
Mark Bennison
Michael Cammarota
Thora Perkins
Cheryl Reedy
Dave Coleman, Alternate
Chris D'Esposito, Alternate
Greg Williams, Alternate

Members not present via Zoom

Claudia Willard

Other Town Officials Present via Zoom

Ed Sbordone, Finance Director
Olga Melnikov, Incoming Finance Director
Terry Friedman, Town Treasurer
Pat Del Monaco, First Selectman
Khris Hall, Selectman
Dr. Rich Sanzo, BOE Director of Business and Operations

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

Quentin Flowers gave a brief overview of the rules and procedures for having a virtual meeting.

Pledge of Allegiance

Appointments- Claudia Willard was unable to attend the meeting and asked that Chris D'Esposito serve in her absence.

Correspondence and Announcements

New Finance Director

Finance Director Ed Sbordone introduced new Finance Director Olga Melnikov and new Treasurer Terry Friedman. He gave a brief description of their respective backgrounds. Both Ms. Melnikov and Ms. Friedman thanked the Board for their support and gave descriptions of their backgrounds.

Introduction of new BOF members

Wes Marsh noted that the BOF has five new members as a result of the Town Election held on November 2nd. Mark Bennison, Thora Perkins and Claudia Willard will serve as full members and Dave Coleman and Chris D'Esposito will serve as alternate members. He also noted that Greg Williams was elected to a second two-year term as an alternate member.

Public Comment

Former BOF member Jane Landers wished the new BOF the best of luck in the future.

Approval of Minutes

Michael Cammarota made a motion to approve the minutes of the October 20, 2021 regular meeting as presented. Cheryl Reedy seconded the motion. **Vote: 6-0-0 (Motion approved)**

Election of Chairman

Cheryl Reedy nominated Wes Marsh to serve as Chairman of the Board of Finance.

Mark Bennison nominated Thora Perkins to serve as Chairman of the Board of Finance.

Michael Cammarota made a motion to close the nominations for Chairman of the Board of Finance. Cheryl Reedy seconded the motion. **Vote: 6-0-0 (Motion approved)**

In favor of Wes Marsh- Michael Cammarota, Wes Marsh and Cheryl Reedy.

In favor of Thora Perkins- Mark Bennison, Chris D'Esposito and Thora Perkins.

Vote: 3-3-0 (Tie)

Wes Marsh spoke of State Statute Sec. 7-342 regarding the breaking of a tie in regard to officers of the Board of Finance and noted that if no officer is chosen within 30 days of the election, the decision is made by the Board of Selectmen.

Election of Clerk

Thora Perkins nominated Mark Bennison to serve as Clerk of the Board of Finance.

Cheryl Reedy nominated Michael Cammarota to serve as Clerk of the Board of Finance.

Wes Marsh explained the role of the clerk for the BOF.

Michael Cammarota made a motion to close the nominations for Clerk of the Board of Finance. Cheryl Reedy seconded the motion. **Vote: 6-0-0 (Motion approved)**

In favor of Mark Bennison- Mark Bennison, Chris D'Esposito and Thora Perkins.

In favor of Michael Cammarota- Michael Cammarota, Wes Marsh and Cheryl Reedy.

Vote: 3-3-0 (Tie)

Wes Marsh noted that the BOS will decide on officers if the BOF does not appoint anyone by Dec 2nd. (30 days from the Municipal election)

Budget Transfers- None

Vote on Boat Dock invoice

Ed Sbordone gave a brief background on the reasons for the boat dock lock box and the procedure for paying boat dock bills.

Wes Marsh made a motion to approve the Boat dock invoice from Atlantic Marine Construction dated November 9, 2021 in the amount of \$9,000.00. Michael Cammarota seconded the motion.

Vote: 6-0-0 (Motion approved)

Discussion of subcommittee assignments

Wes Marsh noted that the BOF has an audit subcommittee and a medical subcommittee and explained the role of each. He also noted that the Board has a Fire Department liaison to help the Board understand and figure out expenses for the Fire Department. Three members of the Board serve on the Audit subcommittee. Alternate members can serve on the subcommittees if there are no available regular members willing to serve.

Discussion of School Safety and Security Committee

Wes Marsh noted that the School Safety and Security Committee meets quarterly and discusses procedures for safety and security in both the existing schools and the construction for the two new companies.

Board of Finance 2022 Calendar of meetings

The Board reviewed the proposed calendar of meetings for 2022. It was noted that the BOF meets on the third Wednesday of the month with additional meetings in both March and April for budget meetings. The budget is presented from the Board of Selectmen and the Board of Education to the Board of Finance on the first Saturday in March.

Mark Bennison made a motion to approve the Board of Finance 2022 Calendar of Meetings as presented. Cheryl Reedy seconded the motion. **Vote: 6-0-0 (Motion approved)**

American Rescue Plan update

First Selectman Pat Del Monaco noted that the ARP committee will meet again after Thanksgiving. The Town Engineer will give a presentation of the capital projects. These meetings are special BOS meetings and are open to the public. This group will eventually make a recommendation to the Board of Selectman as to the best uses for the ARPA funds.

ONGOING UPDATES

Medical update- Wes Marsh explained that the Medical update shows the medical claims vs. projected claims and how it affects the medical reserve fund. Anthem is currently working on this report and closing out the fiscal year. There should be a report at the December meeting.

Legal update- Wes Marsh gave an explanation of the Legal report.

Year to date Expenses review- The Board reviewed the year-to-date expenses and what is encumbered for the fiscal year. There are no issues at this point. Fuel oil was locked in for one year.

Revenue update- The Board reviewed the revenue accounts and specifically noted that Real Estate Conveyance Tax is much higher than previous years.

Cap & Non update- There was a brief discussion of the Capital and Nonrecurring account and it was noted that this is the only part of the budget that can be rolled over from one year to another. Cheryl Reedy asked the BOS to review the capital projects and see if anything can be closed out at this time.

Public Comment- None

Future Agenda items

- 2022-2023 Budget planning
- Budget line for the Board of Finance
- Volunteers for subcommittees
- Thora Perkins asked for a status of the Board of Education transfers. BOE Director of Business and Operations Dr. Rich Sanzo explained that he gives a monthly expenditure report to the BOE. He will send this report to the BOF members. He invited BOF members and anyone from the public to attend the BOE Business Operations Subcommittee meeting that will be held on Thursday, November 17th at 6:30pm in the Community Room.

Board Member Comments

Cheryl Reedy welcomed the new members to the BOF and wished everyone a Happy Thanksgiving.

Michael Cammarota noted that he is looking forward to working with everyone and wished everyone a Happy Thanksgiving.

Thora Perkins thanked everyone for the warm welcome to the Board of Finance.

Mark Bennison thanked everyone for welcoming him to the Board of Finance and wished everyone Happy Thanksgiving.

Chris D'Esposito thanked everyone for the warm welcome and is looking forward to working with everyone.

Greg Williams welcomed the new members and wished everyone a Happy Thanksgiving.

Dave Coleman thanked everyone for the warm welcome.

Wes Marsh spoke of the background of the Board of Finance and noted that even though there are civil disagreements, the Board usually comes together in the end.

Adjournment

Chris D'Esposito made a motion to adjourn the meeting at 9:11 pm. Michael Cammarota seconded the motion. **Vote: 6-0-0 (Motion approved)**

Received by Email on 11/22/2021 @ 11:31 am
by Pamela J. Dohan, Town Clerk, New Fairfield

