

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

MINUTES

Board of Finance Regular Meeting
Wednesday, January 18, 2023
7:30 PM
via Zoom

Members present

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

Other Town Officials Present

Pat Del Monaco, First Selectman
Lori-Ann Beninson, Selectman
Khris Hall, Selectman
Olga Melnikov, Finance Director
Terry Friedman, Town Treasurer
Dr. Ken Craw, Superintendent of Schools
Carrie DePuy, Director of Business and Operations
Phil Ross, Director of Buildings and Grounds
Dominic Cipollone, BOE Chairman
Amy Johnson, BOE member
Kimberly LaTourette, BOE member
Ed Sbordone, BOE/PBC member
Ernie Lehman, Planning Commission member
Anita Brown, Housing Opportunities Committee Chairman
Kathy Hull, Housing Opportunities Committee member
Kathleen DiTullio, Economic Development Commission member
Rich Kalinka, Fire Department member

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

Pledge of Allegiance

Appointments- None

Correspondence and Announcements- Thora Perkins noted that the BOE expenditure report for November only had a summary sheet and not the full 10 page sheet that were requested.

Public Comment

Planning Commission member Ernie Lehman asked the BOF to give consideration to funding the Plan of Conservation and Development. He spoke of the process for developing the POCD and noted that the current one is set to expire in 2024.

John McCartney spoke of the Plan of Conservation and Development and Zoning Regulations. He further encouraged members of all town boards not to spread misinformation.

Approval of Minutes

Michael Cammarota made a motion to approve the minutes of the December 21, 2022 regular meeting as presented. Thora Perkins seconded the motion. **Vote: 6-0-0 (Motion approved)**

Budget Transfers- None

Update on fourth round of bonding for the CELA/HS Project

Town Treasurer Terry Friedman spoke of the fourth and final round of bonding for the school projects. This is a \$12 million bonding with the same structure as the two previous bondings. There is an assumption that 25% of the first year's principal payments will be deferred into latter years. The interest rate or the amount of bond premium will not be known until the actual bonding in March. It was noted that once the project is completed, the State will hold approximately 11% of the reimbursed amount which amounts to approximately \$4 million. The Town will have to lay out these funds until the State completes the final audit.

Update-Medical Reserve Fund and Fiscal Year Medical Claims Projection

Wes Marsh spoke of the medical fund balance and the projected deficit. He noted that the deficit is not as high as originally thought due to the additions of stop loss rebates and how claims are accounted for. He presented the Board with a chart to show revenue and expenses and cash flow to the Medical fund. He noted that the Town is self-insured for 120% and Anthem contributes for claims over 120%. Cheryl Reedy thanked both Wes Marsh and Olga Melnikov for their hard work with clarifying the Medical Fund information. There was a brief discussion of the best way to build up the Medical fund in the future.

Review and vote on General Fund Policy

Wes Marsh spoke of the General Fund policy and spoke of amending the policy to clarify that "closed out prior year encumbrances will be treated as annual budget expenditure surplus".

Cheryl Reedy made a motion to approve the document regarding the General Fund Policy as presented with the amendment of PY changed to "prior year". Michael Cammarota seconded the motion. **Vote: 6-0-0 (Motion approved)**

Discussion and vote on Board of Education Budget Surplus for FY2021/22

Wes Marsh spoke of a letter that he received from Superintendent of Schools Dr. Ken Craw requesting surplus funds in the amount of \$165,255 for the following capital expenses: Three A/C Units for MHHS, dump truck for facilities and grounds, NFMS flooring and NFMS HVAC.

Cheryl Reedy made a motion to transfer \$165,255 from the fiscal year 2021-2022 surplus to the BOE non-lapsing account for three A/C Units for MHHS (\$33,000), dump truck for facilities and grounds (\$60,255), NFMS flooring (\$62,000) and NFMS HVAC (\$10,000). Michael Cammarota seconded the motion.

Cheryl Reedy made a motion to amend the previous motion to delete the New Fairfield Middle School HVAC for an amount of \$10,000 and to transfer \$155,255. Michael Cammarota seconded the motion.

Vote on amendment: 6-0-0 (Motion approved)

Vote on motion as amendment: 3-3-0 (Motion denied- Michael Cammarota, Cheryl Reedy and Wes Marsh in favor, Mark Beninson, Thora Perkins and Claudia Willard opposed)

Discussion and vote on Board of Education Budget Surplus for FY2021/22 (con't)

Cheryl Reedy made a motion to transfer \$95,000 from the fiscal year 2021-2022 surplus to the BOE non-lapsing account for three A/C Units for MHHS (\$33,000), and NFMS flooring (\$62,000) Thora Perkins seconded the motion. **Vote: 6-0-0 (Motion approved)**

Discuss and vote on Board of Selectmen Budget Surplus for FY2021/22

Wes Marsh spoke of a request from the BOS in the amount of \$226,124.13 for the surplus funds. First Selectman Pat Del Monaco noted that anything not funded by the surplus will put in the 2023-2024 budget. She spoke of the importance of each item and noted that many items are time sensitive.

There was a discussion of these project including the Town vault, Housing Opportunities Survey, and Plan of Conservation and Development.

Cheryl Reedy made a motion to make the following transfer from the Fiscal Year 2021-2022 to the BOS for the following projects totaling \$141,550 and to put \$732,114 in the Medical Reserve Fund.

Michael Cammarota seconded the motion. **Vote: 5-1-0 (Motion approved- Claudia Willard opposed)**

General Fund-Unreserved (FY22-surplus	\$10,000.00	Police Department technology
	\$19,500.00	Police Department Accreditation
	\$8,050.00	Finance Dept- System upgrade
	\$12,000.00	Well Testing- State mandated
	\$7,000.00	Housing Opportunities Survey
	\$85,000.00	Tractor Replacement
	\$732,114.00	Medical Reserve Fund
	\$873,664.00	

Discussion of In-person Board of Finance meetings for 2023

There was a discussion of whether or not the Budget meetings should be held via Zoom or In-person. It was decided that the February regular meeting will be held via Zoom and that the March meetings will be held in person unless there are extenuating circumstances. It was decided that the decision to change the meeting would be at the discretion of the Chairman.

ONGOING UPDATES

Medical update- There was a brief discussion of total year-end projections.

Legal update- There was a brief discussion of legal fees that have been spent so far on the bus lot issue. It was decided that Olga Melnikov will get this information and forward to the BOF members.

Year to date expenses review- There was a question about Human Resources and it was noted that this is a charge back for shared services with the Board of Education.

Year to date revenue update- Interest income for the 2nd Quarter is approximately \$344,000 over budget.

Capital and Nonrecurring update-No discussion

Public Comment

John McCartney spoke of his concerns regarding the spreading of misinformation.

First Selectman Pat Del Monaco encouraged the BOF to hold some of their budget meetings via Zoom as they have shown to produce more public participation.

Kathy Hull spoke on behalf of the Housing Opportunities Committee and thanked the Board for recommending to a Town Meeting using \$7,000 of the surplus for 2021-2022 for a survey for the Housing Opportunities Committee. She noted that this money will be well spent.

Dominic Cipollone thanked the BOF for approving the capital projects for the BOE. He encouraged the BOF to listen to Phil Ross in regard to any capital projects that need to be done.

Future Agenda items

- Information regarding Legal Fees
- Possible change to calendar of meetings regarding Christmas week.
- Discussion of a special meeting to appoint replacement for Michael Cammarota

Board Member Comments

Michael Cammarota announced that he must resign from the Board due to a conflict with his new job. Members of the Board thanked Michael for his service and wished him well in his new position.

Adjournment

Michael Cammarota made a motion to adjourn the meeting at 10:33 pm. Mark Beninson seconded the motion. **Vote: 6-0-0 (Motion approved)**