

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

**MINUTES
Board of Finance Regular Meeting
Wednesday, July 24, 2024
7:30 PM
Via Zoom**

<u>Board of Finance members present:</u> Thora Perkins, Chairman Mark Beninson Patrick Hearty, Alternate Wes Marsh Thora Perkins Cheryl Reedy Claudia Willard Peggy Katkocin, Alternate <u>Board of Finance members not present:</u> Greg Williams, Alternate	<u>Other Town officials and Educators present:</u> Melissa Lindsey, First Selectman Olga Melnikov, Finance Director Terry Friedman, Town Treasurer Ed Sbordone, BOE member and Deputy Treasurer Tom Kowalchik, USI Consultant
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Call To Order Chairman Thora Perkins called the meeting to order at 7:32pm.

Quintin Flower gave a brief overview of the rules and procedures for a virtual meeting.

Pledge of Allegiance

Appointments

It was noted that even though Patrick Hearty was voted on the Board as a regular member on July 17, he is still considered an alternate until he is able to get sworn in by the Town Clerk.

Cheryl Reedy made a motion to elevate Patrick Hearty to a full voting member for the purpose of this meeting. Wes Marsh seconded the motion.

Vote: 4-0-0 (Motion approved- Mark Beninson arrived late and did not vote on this motion)

Correspondence and Announcements

Chairman Thora Perkins spoke of the following correspondence to the BOF:

- Finance Director Olga Melnikov sent an email asked Board Chairmen to send fiscal year 2025 requisitions to the Finance Department.
- Superintendent of Schools Dr. Ken Crow will send a link to the BOF members for a special Field Fees committee meeting on July 29th at 4:00pm. BOF members are encouraged to attend.

Public Comment- None

Approval of Minutes

Cheryl Reedy made a motion to approve the minutes of the June 13, 2024 multi-board meeting, the June 26, 2024 regular meeting and the special meeting of July 1, 2024. Thora Perkins seconded the motion.

Vote: 6-0-0 (Motion approved)

New Fairfield Medical Insurance discussion

Cheryl Reedy made a motion to table this agenda item until such time that USI Consultant Tom Kowalchik arrives. Mark Beninson seconded the motion. **Vote: 6-0-0 (Motion approved)**

Finance Director update

Finance Director Olga Melnikov gave an update for the Medical fund and noted that the ending fund balance for fiscal year 2023-2024 is \$415,924. She noted that the fund balance may change based on the number received from Anthem for Incurred but not reported claims. She noted that this fund balance is better than fiscal year 2022-2023. She suggested that the BOF consider sweeping any expenditure surplus into the Medical Fund. It was noted that there is some expenditure savings in the Police Department line.

Tom Kowalchik from USI spoke of the Medical Fund and specifically IBNR (Incurred but not reported). He noted that claims over the last couple of months have been high but the year end is still better than the previous year. There was a discussion of the effect of wellness incentives. Tom Kowalchik will send the aggregate number to Olga Melnikov later this week. Thora Perkins noted that the Medical subcommittee will meet in August.

Budget Transfers

Olga Melnikov spoke of the need for an Inter-Departmental transfer in order to put more money into the LOSAP (Length of Service Award Program)for the Fire Department.

Cheryl Reedy thanked Olga Melnikov, Terry Friedman, Rich Kalinka and the BOS for all their work on researching the LOSAP program.

Mark Beninson made a motion to approve the following Inter-Departmental transfer in the amount of \$60,000.00 as recommended by the BOS. Thora Perkins seconded the motion.

Vote: 6-0-0 (Motion approved)

\$	<i>Transfer From</i>		\$	<i>Transfer To</i>	
\$30,000.00	001-4210-0000-000//317.00	Police-Resident Sergeant	\$60,000.00	001-4160-0000-000/230.00	Unclassified Payroll Benefits-Pension
\$30,000.00	001-4210-0002-000/317.02	Police-Resident Trooper			

\$60,000.00			\$60,000.00	
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End of Year update

Revenues- Olga Melnikov noted that Revenue ended in a strong position this year and exceeded the budgeted amount in Building permits, interest income and unanticipated revenue from the State. It was announced that BOE Director of Business and Operations Carrie DePuy received information that the district will receive reimbursement in the amount of \$194,000 for a previous school building project. This will be put towards debt service.

Capital and Nonrecurring- Discussion of school projects including the lighting project for the turf field. BOF members were encouraged to attend the Field Fees meeting on Monday, July 29th concerning the turf field projects.

Bridge and Drainage- No questions

Town Properties- No questions

Unassigned General Fund- No questions

Supplemental budget request from the Registrars of Voters

Thora Perkins made a motion to table the request from the Registrars of Voters until it's approved by the Board of Selectmen. Mark Beninson seconded the motion.

Vote: 6-0-0 (Motion approved)

Vote on acceptance of end-of-year Tax. Report

Cheryl Reedy made a motion to accept the end-of-year tax report as presented by the Tax Collector. Thora Perkins seconded the motion. **Vote: 6-0-0 (Motion approved)**

The BOF thanked the Tax Collector and her staff for all their hard work

Discussion of 2025-2026 budget considerations for Boards in New Fairfield

Discussion of budget for upcoming year. Cheryl Reedy noted that she would like the Board to review Capital and Nonrecurring before discussing the operating budget. It was noted that the BOE typically starts their budget review in October and the BOS starts their review in January.

Listening session

Thora Perkins noted that she attended the "Listening Session" on July 20th. She noted that the upcoming dates are August 24th, September 21st, October 19th and November 23rd at 10:00am at the New Fairfield Library. A total of two members of the BOF can attend at the same time in accordance with the FOI rules. Thora Perkins asked the BOF members to let her know which dates they would like to attend.

BOF Column in the Town Tribune

There was a discussion of waiting until September or October before putting another column in the Town Tribune.

Board of Finance meeting schedule

There is a possibility of the need for one or two special meetings in August. It was decided to keep the regular meeting for August on the calendar with the option of canceling closer to the date. It was decided to have the September regular meeting in person.

Public Comment- None

Future agenda items

The following will be discussed in the near future:

- Discussion of 2023-2024 surplus and discussion of using some of the surplus for turf track and field.
- Discussion of Medical Fund

Board member comments

Cheryl Reedy noted that it is nice to be done with the budget process. She wished everyone a wonderful summer.

Adjournment

Mark Beninson made a motion to adjourn the meeting at 9:27pm. Patrick Hearty seconded the motion. **Vote: 6-0-0 (Motion approved)**

Received by email on 7/25/2024 @ 11:01 a.m.
by Tricia Quinn, Asst. Town Clerk, New Fairfield