

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

**MINUTES**

**Board of Finance Regular Meeting**

**Wednesday, August 28, 2024**

**7:30 PM**

**Via Zoom**

<b><u>Board of Finance members present:</u></b> Thora Perkins, Chairman Mark Beninson Patrick Hearty Wes Marsh Cheryl Reedy Claudia Willard John Arizzi, Alternate Peggy Katkocin, Alternate Greg Williams, Alternate	<b><u>Other Town officials and Educators present:</u></b> Melissa Lindsey, First Selectman Pat Del Monaco, Selectman Tom Perkins, Selectman Vladimir Kan, Finance Director Terry Friedman, Town Treasurer Ken Craw, Superintendent of Schools Carrie DePuy, BOE Director of Business and Operations Dominic Cipollone, BOE Chairman Greg Flanagan, BOE member Kimberly LaTourette, BOE member Mark Ottusch, Athletic Director Don Kellogg, PBC Chairman Elisa Beckett- Flores, Registrar of Voters
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**Call To Order** Chairman Thora Perkins called the meeting to order at 7:35pm.

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

**Pledge of Allegiance**

**Addition to Agenda**

Thora Perkins made a motion to add agenda item #4A “Presentation by First Selectman Melissa Lindsey”. Cheryl Reedy seconded the motion. **Vote: 6-0-0 (Motion approved)**

**Appointments**- None

**Correspondence and Announcements**

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

- Welcomed Vladimir Kan as the new Finance Director in New Fairfield.
- There will be a Medical Subcommittee meeting on Tuesday, September 3<sup>rd</sup> at 3:30pm in the Town Hall Annex Conference Room.

- A joint meeting of the BOS and BOF regarding the ARPA projects is tentatively scheduled for Wednesday, September 4<sup>th</sup> at 7:00pm in the New Fairfield Elementary School multi-purpose room.
- The Capital Subcommittee will be meeting several times in the next few months.
- The Pension Committee will be meeting next week.
- There will be a meeting regarding the Plan of Conservation and Development on Monday, September 9<sup>th</sup> at Company A Firehouse at 7:00pm.
- The BOF received a letter from a resident asking about the process regarding BOF policies.
- Superintendent of Schools Dr. Ken Crow sent information regarding the Field Fees.
- There was an approval of \$10,000 for the BOF Town Audit.
- A resident sent a letter in support of funding the track and field replacement and one resident sent a letter opposed to using the surplus for the track and field replacement and asked that it be put into the Medical Fund.
- Dr. Crow sent an email to the BOF requesting that the track and field replacement be funding with surplus funds.
- A resident sent a letter inquiring if the \$650,000 transfer from the High School project to the CELA project was confirmed by the Town Attorney. Chairman Perkins responded to the resident noting that it was confirmed by the Town Attorney and Bond Counsel.
- There was an email from PBC Chairman Don Kellogg and Scott Pellman from Collier regarding the funds that were available for the bus lot and documents regarding the joint meeting of the PBC/BOS and BOF.
- There was a report sent by the Registrars of Voters.

Cheryl Reedy read a letter from resident Alex Thompson asking that Education money be spent wisely and didn't support the funding of the track and field.

#### **Presentation by First Selectman Melissa Lindsey**

First Selectman Melissa Lindsey gave a brief update on the track and field replacement. She noted that there will be a special joint meeting of the BOS and BOF on Wednesday, September 4<sup>th</sup> at 7:00 pm to vote on the funding for this project. She encouraged everyone to attend.

#### **Public Comment**

Jeff Alviti spoke in support of using surplus funds for the replacement of the turf field and track.

Kimberly LaTourette support in support of replacing the track and field with the surplus funds.

Michael Oliva encouraged the BOF to diversify the use of the surplus funds in order to avoid significant budget increases for next year.

Philippe Harding spoke of the uses for the surplus funds.

John McCartney encouraged the BOF members to fund the track and field with surplus funds instead of using ARPA funds that can be used towards other town projects.

**Approval of Minutes**

Cheryl Reedy made a motion to approve the minutes of the July 17, 2024 special meeting, the July 22, 2024 special meeting, the July 24, 2024 regular meeting and the joint meeting of August 12, 2024 meetings as presented. Mark Beninson seconded the motion. **Vote: 6-0-0 (Motion approved)**

**New Fairfield Medical Insurance discussion**

Finance Director Vladimir Kan gave a presentation regarding the Medical Fund as of July 31, 2024. He noted that the average number is not wholly accurate since it only represents the month of July for this fiscal year. It was noted that the June 30, 2024 number have not yet been received. More information will be received from Insurance Consultant Tom Kowalchik at the Medical subcommittee meeting on September 3<sup>rd</sup>. Wes Marsh spoke of the building back of the Medical Reserve Fund.

**Budget Transfers**

Cheryl Reedy made a motion to approve the following Inter-Departmental transfer in the amount of \$3,000.00 as recommended by the BOS. Wes Marsh seconded the motion. **Vote: 6-0-0 (Motion approved)**

\$	<i>Transfer From</i>		\$	<i>Transfer To</i>	
\$3,000.00	001-4151-0000-000/801.00	BOF-Contingency	\$1,000.00	001-4120-0000-000/105.00	Town Clerk-Elected Salaries-Incentive for extended hours
			\$2,000.00	001-4120-0000-000/105.00	ROV-Elected Salaries-Incentive for extended hours
<b>\$3,000.00</b>			<b>\$3,000.00</b>		

Cheryl Reedy made a motion to approve the following Unspent Bond Proceeds transfer in the amount of \$194,652.30 as recommended by the BOS. Mark Beninson seconded the motion.

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

Town Treasurer Terry Friedman explained the process for using this credit was received due to a close-out of school projects. The BOF members thanked Carrie DePuy for getting this close-out done.

\$	<i>Transfer From</i>		\$	<i>Transfer To</i>	
\$194,652.30	308-4900-0000-000/800.00	School Capital Projects-Transfer Out	\$194,652.30	401-0000-0000-000/R3900001	Debt Service - Transfer In
<b>\$194,652.30</b>			<b>\$194,652.30</b>		

### **Regular updates**

Revenue and Expenses and Capital and Nonrecurring status reports- Finance Director Vlad Kan noted that there is not a lot of activity for revenue and expenses since it's the beginning of the fiscal year. More information will be given at the September meeting.

### **Unassigned General Fund**

Vlad Kan noted that 2023-2024 will be closed next week so a more accurate number for the surplus will be available then.

### **Turf and Track replacement discussion**

BOF Chairman Thora Perkins read a statement regarding the funding of the track and field and gave reasons for funding the project with the surplus. She spoke of the possibility of a contribution from the BOS and the BOE to this appropriation. More information will be given at the Joint BOS/BOF meeting on Wednesday, September 4<sup>th</sup>. BOE Chairman Dominic Cipollone spoke in support of replacement of the track and field and the need to have cooperation among the BOS, BOF and BOE.

Cheryl Reedy, Patrick Hearty, Wes Marsh and Greg Williams spoke in support of the project and thanked the three boards for working together. Claudia Willard spoke of the history of the track and concerns as to why there was not enough money in the Field Fees account for replacement. Peggy Katkocin spoke of the many uses of the field and spoke in support of the replacement. Greg Williams noted that there are many capital projects in town that need to be addressed. John Arizzi thanked the three main boards for cooperating. First Selectman Melissa Lindsey spoke of the importance of maintaining infrastructure to avoid costly capital projects in the future.

### **Listening session**

Claudia Willard noted that she represented the BOF at the Listening Hours on Saturday, August 24<sup>th</sup>. No members of the public attended. A BOF volunteer is needed to attend the Listening Hours on September 21, October 19 and November 23<sup>rd</sup>.

### **BOF Capital Subcommittee meetings**

Cheryl Reedy gave an overview of the newly formed Capital Subcommittee. This committee is comprised of BOF Chairman Thora Perkins, BOF member Cheryl Reedy and Town Treasurer Terry Friedman with the goal of doing a 10-year look at capital projects. Members of other town boards and all town residents are encouraged to attend and will be able to participate in the discussion. They will be held on the following Mondays at 3:30 pm via Zoom (Sept. 16<sup>th</sup>, Oct. 7<sup>th</sup>, Oct. 28<sup>th</sup> and Nov. 18<sup>th</sup>).

The schedule for the meetings are:

- September 16<sup>th</sup>- POCD and brainstorming of ideas for increasing revenue for Capital projects
- October 7<sup>th</sup>- Capital projects regarding the schools specifically the Middle School.
- October 28<sup>th</sup>- PBC report
- November 18<sup>th</sup>- review of town drainage, water and sewer projects.

### **Public Comment**

Jeff Alviti thanked the three boards for working together. He spoke of the process for collecting Field Fees and a revision to the original 2006 contract.

High School Junior Carter Bowtech spoke in support of the replacement of the track and field from the perspective of a Football player.

Jennifer Pappas thanked everyone for working hard and not making a rash decision for the surplus funds. She spoke of the need for an ongoing maintenance program for infrastructure.

Patrick Bower spoke of the need to review the contracts and management for the fields and to make sure it is memorialized for the future.

Philippe Harding questioned if all the information will be available in time for the joint meeting on Wednesday, September 4<sup>th</sup>.

Scott spoke of the importance of replacing the track and field and the need to agree on funding. He thanked everyone for coming together and have a good discussion with negativity.

### **Future agenda items**

Cheryl Reedy asked if more information can be provided for the budget transfer in order to be more transparent to the public.

The Medical subcommittee will meet on Tuesday, September 3<sup>rd</sup> at 3:30 pm at the Town Hall Annex Conference Room.

Mark Beninson will be scheduling tours for OEM and Public Works.

Cheryl Reedy asked that Capital Subcommittee update be a standing item on the agenda for the next few months.

### **Board member comments**

Peggy Katkocin thanked everyone that came together for the best of the town.

Claudia Willard thanked Cheryl Reedy for the Capital Subcommittee report.

### **Adjournment**

Mark Beninson made a motion to adjourn the meeting at 9:32pm. Patrick Hearty seconded the motion. **Vote: 6-0-0 (Motion approved)**