

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

MINUTES
Board of Finance Meeting
Wednesday, January 30, 2008
7:30 PM
New Fairfield High School Library

Members present:

Joe Hart, Chairman
Lucy DiRocco
Jane Landers
Al Mardis
Wes Marsh
Tom Wahlig
Art Azzarito, Alternate
Brian Shea, Alternate

Members absent:

Tony Sanches, Alternate

Other Town Officials Present:

John Hodge, First Selectman
Jay Waterman, Finance Director
Steve Rinaldi, Everett James, Inc.

Call To Order Chairman Joe Hart called the meeting to order at 7:30pm

Pledge of Allegiance

Appointments- None

Correspondence and Announcements

Joe Hart spoke of correspondence from former Board of Finance member Roger Wise regarding an FOI compliant. A discussion ensued among the members of the BOF as to whether or not Mr. Wise should bring an attorney to the FOI Hearing. There was a discussion among the BOF members regarding Freedom of Information Statutes. It was suggested that the board ask a member from the FOI Commission to come to New Fairfield to give a presentation regarding FOI rules and regulations.

Public Comment- None

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Attachments- 4 pages- transfers

Approval of Minutes

December 19, 2007- Wes Marsh made a motion to approve the minutes of the December 19, 2008 regular meeting as presented. Jane Landers seconded the motion.

Vote: 5-0-1 (Motion approved- Lucy DiRocco abstained)

January 8, 2008- Al Mardis made a motion to approve the minutes of the January 8, 2008 special meeting as presented. Tom Wahlig seconded the motion.

Vote: 4-0-2 (Motion approved- Joe Hart and Wes Marsh abstained)

Medical Update

Steve Rinaldi from the firm of Everett James, Inc. spoke about the town’s medical plan for the year. Members of the BOF asked questions of Mr. Rinaldi regarding stop loss premiums and year-end projection of premiums.

Old Business

A.) Legal Update- Finance Director Jay Waterman spoke of legal expenses from July 1, 2007 to date.

B.) Transfers

Joe Hart made a motion to make the following Inter-Departmental transfer. Al Mardis seconded the motion. (Such document to be attached to the minutes of this meeting)

\$'s	Account #	Transfer to	\$'s	Account #	Transfer from
\$5,000.00	4160-250	Unemployment	\$5,000.00	4164-615	Postage-Business Machines
\$5,000.00			\$5,000.00		

Vote: 6-0-0 (Motion approved)

Joe Hart made a motion to make the following Intra-Departmental transfers. Jane Landers seconded the motion. (Such document to be attached to the minutes of this meeting)

\$'s	Account #	Transfer to	\$'s	Account #	Transfer from
\$3,500.00	4210-291	Police uniforms	\$3,500.00	4210-322	Police-Education and Training
\$ 700.00	4160-290	Employee physicals	\$ 700.00	4160-580	Mileage reimbursement
\$4,200.00			\$4,200.00		

Vote: 6-0-0 (Motion approved)

Joe Hart made a motion to make the following Intra-Departmental transfer. Tom Wahlig seconded the motion. (Such document to be attached to the minutes of this meeting)

\$'s	Account #	Transfer to	\$'s	Account #	Transfer from
\$900.00	4140-610	ROV-Materials & Supplies	\$900.00	4140-110	ROV-Salaries
\$900.00			\$900.00		

Vote: 6-0-0 (Motion approved)

Joe Hart made a motion to make the following Intra-Departmental transfer. Al Mardis seconded the motion. (Such document to be attached to the minutes of this meeting)

\$'s	Account #	Transfer to	\$'s	Account #	Transfer from
\$8000.00	4215-130	Communications-Overtime	\$8000.00	4215-122	Communications-P/T Salaries
\$8,000.00			\$8,000.00		

Vote: 6-0-0 (Motion approved)

New Business

A.) Management response to Audit letter- Finance Director Jay Waterman spoke of improvements that have been made in the Finance Department in response to the audit letter, especially a recovery plan in the event of a disaster. It was decided by the members of the BOF that an update of the management response should be on the BOF agenda every three months. This will be an agenda item for the May 2008 and September 2008 meetings.

B.) Fund 211 description- There was a discussion regarding maintenance fees for the turf fields and the grass fields. There was also a discussion about revenues for user fees and rentals of the turf field.

C.) BOE Capital- Joe Hart announced that there will be a presentation by Superintendent of Schools Dr. Joseph Castagnola and BOE Chairman Kim Hanson regarding a five year plan for BOE Capital Projects at the next regular BOF meeting on February 20th.

D.) Year-to-date Financial review- Members of the BOF reviewed the expenditures of the town from July 1, 2007 to date. Finance Director Jay Waterman answered questions from the BOF members.

E.) Items for February meeting- Joe Hart went over the dates for the upcoming BOF budget meetings. Mr. Hart announced that the Public Hearings and budget presentations for the BOE and BOS will be held on Saturday, March 1st. Items for the next regular meeting of the BOF on February 20th include, review of Policy and Procedures committee, BOE Capital Projects report, Legal review, Medical review and year- to-date financial review.

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Attachments- 4 pages- transfers

Public comment- None

Board member comments- Many members of the BOF spoke of the potential upcoming recession and the impact on the budget.

Adjournment

Al Mardis made a motion to adjourn the meeting at 8:57pm. Jane Landers seconded the motion.

Vote: 6-0-0 (Motion approved)