

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

MINUTES

**Board of Finance Meeting
Wednesday, October 15, 2008
7:30 PM
New Fairfield High School Library**

Members present:

Joe Hart, Chairman
Lucy DiRocco
Wes Marsh
Tom Wahlig
Art Azzarito, Alternate
Tony Sanches, Alternate
Brian Shea, Alternate

Other Town Officials Present:

John Hodge, First Selectman
Ron Oliveri, Selectman
Tom Corbett, Selectman
Jay Waterman, Finance Director
Ed Sbordone, Accounting Manager
Ed McCue, Fire Chief
Various members of the Fire Dept.

Members not present:

Jane Landers
Al Mardis

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

Pledge of Allegiance

Appointments- Jane Landers requested that Art Azzarito be appointed as a full member for this meeting in her absence

Correspondence and Announcements- None

Public Comment

Fire Chief Ed McCue asked about adding "Discussion of Emergency Radio Communications System" to the agenda for this meeting.

Addition to agenda

Joe Hart made a motion to add item #8A-2 "Discussion of Emergency Radio Communications System" to the agenda. Wes Marsh seconded the motion.

Vote: 5-0-0 (Motion approved)

Approval of Minutes

Joe Hart made a motion to approve the minutes of the September 17, 2008 regular meeting as presented. Tom Wahlig seconded the motion.

Vote: 4-0-1 (Motion approved-Art Azzarito abstained)

Joe Hart made a motion to approve the minutes of the September 17, 2008 subcommittee meeting as presented. Wes Marsh seconded the motion.

Vote: 4-0-1 (Motion approved-Art Azzarito abstained)

Joe Hart made a motion to approve the minutes of the September 24, 2008 Public Hearing as presented. Tom Wahlig seconded the motion.

Vote: 4-0-1 (Motion approved-Art Azzarito abstained)

BOF Subcommittee reports

Capital and Nonrecurring subcommittee chairman Tom Wahlig noted that the committee met with Finance Director Jay Waterman and Accounting Manger Ed Sbordone and created a flow chart regarding the Cap & Non accounts including revenue and expense Cap & Non accounts. This will be updated on a regular basis.

Art Azzarito spoke of the Policy and Procedures committee and noted that as of October 1st, municipalities are required to follow the same deadlines for posting to the website as they are for the Town Clerk's office.

OPEN BUSINESS:

Board of Selectman- Town Project Update

Senior Center Update

First Selectman John Hodge announced that the project for the Senior Center broke ground on Oct. 15th. Many local and state officials including Governor Rell attended the Ground breaking ceremony held on Oct. 15th.

Mr. Hodge spoke of the bids for the Senior Center and what would be included in the renovations. Member of the Board of Finance asked questions of First Selectman Hodge regarding the small cities grant, fire safety codes and specific renovations to the ranch house.

There was a discussion among the BOF members regarding procedures and Freedom of Information rules pertaining to the Permanent Building Committee and specifically certain meetings held. Board of Finance Chairman Joe Hart announced that a representative from the Freedom of Information Committee will come to the BOF meeting on November 19th to go over FOI rules and regulations.

Emergency Communications Radio System

First Selectman John Hodge and Fire Chief Ed McCue spoke of the proposed "Emergency Radio Communications" System. A map of the current coverage was given to the BOF members. Members of the BOF asked questions of First Selectman Hodge and Chief McCue regarding the monthly costs of the system and the useful life. There was a discussion about devising a "Plan B" if this project doesn't pass at referendum.

BOF Chairman Joe Hart announced that he would like to have a special meeting within the next couple of weeks to discuss this project. Mr. Hart noted that he would like to invite resident Ron Graiff to the meeting to speak of the system.

Oil Fund Legal Recovery Fund Update

A deposit of \$321,361.00 was made into the General Fund on October 1st due to a settlement from an oil spill at the Police Station that occurred in October 2004. There was a discussion among the BOF members as to what accounts to proportion the Oil Spill settlement money to.

Tom Wahlig made a motion to proportion the Oil Spill settlement of \$321,361 into the following accounts: \$254,000 (General Fund-1-001-3400-013), \$20,000 (Town Properties 1-301-4340-700) and \$47,361.03 (Capital and Nonrecurring-Oil Tank remediation 1-301-4340-700-003). Wes Marsh seconded the motion.

Vote: 5-0-0 (Motion approved)

FOI Workshop

It is expected that a representative from the Freedom of Information Commission will come to the November 19th BOF meeting to discuss rules of regulations of the Freedom of Information Commission. Members from other boards are welcome to attend this meeting.

Board of Education budget transfers for 2007/2008 fiscal year and purchase requisitions from June 2008

Members of the BOF asked questions of Finance Director Jay Waterman regarding budget transfers and purchase requisitions from the Board of Education for the 2007/2008 fiscal year. It was decided that this will be further addressed at a future meeting. It was suggested that the board invite Director of Management Services Craig McClain to a BOF meeting before the budget process begins.

NEW BUSINESS

Dunham Pond Condominium Project Update

BOF Chairman Joe Hart asked for an itemized report of drawing down the letter of credit regarding Dunham Pond. There was a discussion as to whether or not this was in the prevue of the BOF.

Budget Transfers

Tom Wahlig made a motion to make the following Inter-Departmental Transfer. Lucy DiRocco seconded the motion. (Such document to be attached to the minutes of this meeting)

Vote: 5-0-0 (Motion approved)

\$'s	To Account #		\$'s	From Account #	
\$2,560.04	4900-304	Fire Company Reserve	\$.42	4220-110	Salaries
			1,880.00	4220-290	Physicals
			348.32	4220-430	Building Supplies & Repair
			193.87	4220-610-1	Fire Co's Supplies & Equip
			62.98	4220-610-5	Portable Equipment
			20.17	4220-630	Technology
			54.28	4220-740-2	Dry Hydrants
\$2,560.04			\$ 2,560.04		

Wes Marsh made a motion to make the following Additional Appropriation. (Town Meeting **not** required) Tom Wahlig seconded the motion. (Such document to be attached to the minutes of this meeting)

Vote: 5-0-0 (Motion approved)

\$'s	To Account #		\$'s	From Account #	
\$19,000.00	4210-130-2	Police-Private Duty-OT	\$ 19,000.00	3400-006	Police Private Duty Revenue
\$19,000.00			\$ 19,000.00		

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)

Vote: 3-2-0 (Motion approved- Joe Hart, Wes Marsh and Tom Wahlig approved- Art Azzarito and Lucy DiRocco opposed)

\$'s	To Account #		\$'s	From Account #	
\$22,500.00	4161-332-3	Legal-Labor	\$10,000.00	4161-332-8	Legal-ZBA
			\$10,000.00	4161-332-7	Legal-Zoning
			\$2,500.00	4161-332-1	Legal-Land
\$22,500.00			\$ 22,500.00		

Tom Wahlig made a motion to make the following Additional Appropriation. (Town Meeting required) Wes Marsh seconded the motion. (Such document to be attached to the minutes of this meeting)

Vote: 1-4-0 (Motion denied- Tom Wahlig approved-Joe Hart, Wes Marsh, Lucy DiRocco and Art Azzarito opposed)

\$'s	To Account #		\$'s	From Account #	
\$10,000.00	4161-332-8	Legal-ZBA	\$ 22,500.00	001-3400-013	G/F Settlement
\$10,000.00	4161-332-7	Legal-Zoning			
\$ 2,500.00	4161-332-1	Legal-Land			
\$ 7,500.00	4161-332-3	Legal-Labor	\$ 7,500.00	001-3400-013	G/F Settlement
\$30,000.00			\$ 30,000.00		

ONGOING UPDATES

Medical Update and Legal Update

Finance Director Jay Waterman noted that the information for the Medical Update and the Legal Update has not been received for September yet. The information will be sent to the BOF members when available.

Year to date expenses review

No report

Capital and Nonrecurring report review

No report

Public Comment

Library Board member Ed Sbordone spoke of the procedures for the Library building project and invited BOF members to attend their next meeting on November 3rd.

New Agenda Items

None

Board Member Comments

Lucy DiRocco asked about the procedures for budget transfers

Tony Sanches asked about reviewing the revenue side of the budget

Joe Hart announced that Clerk Jane Landers will be composing the agenda from now on and asked that all agenda requests be sent to her.

Adjournment

Art Azzarito made a motion to adjourn the meeting at 10:01pm. Wes Marsh seconded the motion.

Vote: 5-0-0 (Motion approved)