

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

**MINUTES**

**Board of Finance Regular Meeting  
Wednesday, April 17, 2013  
7:30 PM  
New Fairfield Community Room**

***Members present:***

Wes Marsh, Chairman  
Don Blackwell  
Keith Landa  
Tom Quigley  
Michael Cammarota, Alternate

***Other Town Officials Present:***

John Hodge, First Selectman  
Mike Gill, Selectman  
Jay Waterman, Finance Director

***Members not present:***

Tom Edwards  
Jane Landers  
Cheryl Reedy, Alternate  
Brian Shea, Alternate

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

**Pledge of Allegiance**

**Appointments-** Tom Edwards asked that Alternate Michael Cammarota be appointed in his absence

**Correspondence and Announcements**

Chairman Wes Marsh noted that the Town Meeting to send the budget to a referendum is scheduled for Thursday, April 18<sup>th</sup> at the Community Room at 33 Route 37.

**Public Comment-** None

**Approval of Minutes**

Don Blackwell made a motion to approve the minutes of the April 3, 2013 regular meeting as presented. Tom Quigley seconded the motion.

**Vote: 4-0-1 (Motion approved-Keith Landa abstained)**

**Budget Transfers**

Wes Marsh made a motion to approve the following Inter-Departmental transfer in the amount of \$19,900.00. Don Blackwell seconded the motion. (Such document to be attached to the minutes of this meeting) **Vote: 5-0-0 (Motion approved)**

\$	Transfer To		\$	Transfer From	
5,000.00	4161-332-3	Prof. Services- Legal Labor	19,900.00	4160-250	Unclass-P &B Unemployment
14,900.00	4161-332-7	Prof. Services- Legal Zoning			
19,900.00			19,900.00		

Wes Marsh made a motion to approve the following Inter-Departmental transfer in the amount of \$19,900.00. Keith Landa seconded the motion. (Such document to be attached to the minutes of this meeting) **Vote: 5-0-0 (Motion approved)**

\$	Transfer To		\$	Transfer From	
19,900.00	4192-110	Zoning Commission Salaries	19,900.00	4163-520	General Insurance-P & C
19,900.00			19,900.00		

**Discuss auditor’s two questionnaires on fraud and related party**

Wes Marsh noted that the new audit firm of O’Connor Davies has sent an individual questionnaire to each of the BOF members asking for knowledge and policies regarding both the Town and the Board of Education. Mr. Marsh noted that the firm of O’Connor Davies will be attending the May BOF members to give a presentation.

There was a brief discussion of the legal ramifications of the board members for filling out these questionnaires. It was questioned as to whether or not responses are kept confidential. Mr. Marsh noted that this questionnaire is completely voluntary and members can choose not to complete it if desired.

**ONGOING UPDATES**

**Medical update-** Finance Director Jay Waterman spoke of the Medical fund through March 31<sup>st</sup>. Claims were high in March but they expect to end the year within budget. The year-end projection for Medical is approximately \$1,179,000.

**Legal update-** Legal transfers were approved. The invoices will be paid after the transfers are made.

**Year to date expenses review-** The board went over expenses for the year. Expenses are higher due to the revaluation in 2014 and the hiring of an interim Zoning Commission Officer.

**Current year revenue update-** The property tax collection rate is 98.6%. Revenue for Licenses and Permits has risen due to the increase in pistol permit applications. Money will be received for the school construction grant.

**Capital and Nonrecurring-** First Selectman John Hodge spoke of the HVAC motors and noted that a lot of them need to be replaced.

**Public Comment-** First Selectman John Hodge spoke of the budget and noted that the target date for the referendum is Saturday, April 27<sup>th</sup>.

**Future agenda items**

The new audit firm of O'Connor Davies will attend the May BOF meeting. The audit subcommittee will meet before the May meeting.

**Board member comments**

Chairman Wes Marsh noted that the budget was published in today's *Citizen News*. Members of the BOF encouraged residents to support the budget.

**Adjournment**

Tom Quigley made a motion to adjourn the meeting at 8:21 pm. Keith Landa seconded the motion.

**Vote: 5-0-0 (Motion approved)**

**TOWN OF NEW FAIRFIELD  
FISCAL 2012-2013  
Inter-Department Transfer**

<u>\$'S</u>	<u>TRANSFER TO:</u>	<u>\$'S</u>	<u>TRANSFER FROM:</u>
5,000.00	4161-332-3 Prof. Services-Legal Labor	19,900.00	4160-250 Unclass.P&B-Unemployment
14,900.00	4161-332-7 Prof. Services-Legal Zoning		
19,900.00	4192-110 Zoning Commission Salaries	19,900.00	4163-520 General Insurance-P&C
<b>39,800.00</b>		<b>39,800.00</b>	

*To be submitted at the BOS meeting on 4/11/2013  
To be submitted at the BOF meeting on 4/17/2013*