

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

**MINUTES**

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

***Members present:***

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

**Members not present:**

Tom Edwards  
Jane Landers  
Brian Shea, Alternate

***Other Town Officials Present:***

Mike Gill, Selectman  
John Hodge, Selectman  
Ed Sbordone, Accounting Manager  
Jay Waterman, Finance Director  
Gail Lehman, Library Board Chairman  
Laurie Landa, Library Board member

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

**Pledge of Allegiance**

**Appointments-** Chairman Wes Marsh noted that Tom Edwards has asked that Michael Cammarota be appointed in his absence

Tom Quigley made a motion to elevate Cheryl Reedy to a full member for the purpose of this meeting in Jane Landers' absence. Keith Landa seconded the motion.

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

**Correspondence and Announcements**

Chairman Wes Marsh read an email that he received from the Library Board regarding the potential renovations to the library. This was discussed later in the meeting.

**Public Comment-** None

**Approval of Minutes**

Don Blackwell made a motion to approve the minutes of the June 19, 2013 regular meeting as presented. Michael Cammarota seconded the motion.

**Vote: 4-2-0 (Motion approved-Tom Quigley and Keith Landa abstained)**

### **Budget Transfers**

There were no budget transfers but the board received a summary of the Intra-Departmental transfers for the 2012-2013 fiscal year.

### **Status- FEMA reimbursement for Hurricane Sandy and Winter Storm Nemo**

Finance Director Jay Waterman noted that the town has received from FEMA four commitment letters for reimbursement for Hurricane Sandy and Winter Storm Nemo. Two more letters are expected in the near future. The town will receive \$33,126.53 as reimbursement for Winter Storm Nemo. Three letters have been received noting reimbursement for Hurricane Sandy. The first letter is for \$89,062, the second is \$45,104 and the third is \$26,173 for a total of approximately \$193,000. Two more commitment letters for Hurricane Sandy are expected.

### **Discussion of correspondence from Library Board of Trustees**

Wes Marsh read an email from Library Board Chairman Gail Lehman regarding the renovations to the library and the fundraising efforts by the library board in order to make the library ADA compliant. There was a brief discussion of the town surplus and whether or not some of it could be earmarked for the library project.

Members of the BOF asked questions of Library Board Chairman Gail Lehman and Library Board member Laurie Landa regarding the plans for the library. It was noted that at a previous BOF meeting, the library board noted that they were looking to revisit the plan of building a new library in a different location instead of renovating the existing library. Mrs. Lehman noted that the library board looked into that option but decided that renovating the existing library was the best option at this time.

### **Discuss of Town Attorney's contract**

At a previous BOF meeting, the board asked to review the Town Attorney's contract. Selectman John Hodge spoke of the contract and noted that a breakdown of what has been done by Town Counsel over the past couple of years is available. This will be provided to the board at the next BOF meeting. Selectman Hodge spoke of what is included in the retainer fee.

### **ONGOING UPDATES**

**Medical update-** Finance Director Jay Waterman noted that claims for the month of June were approximately \$500,000 which is approximately \$60,000 less than average. The HSA Policy for BOE Administrators and Non-Union employees started on July 1<sup>st</sup>. Teachers will start on August 1<sup>st</sup>.

**Legal update-** Jay Waterman noted that there is approximately \$2,000 to \$3,000 surplus in the legal budget for 2012-2013.

**Year to date expenses review-** Jay Waterman will provide the board with a budget vs. actual report for fiscal year 2012-2013.

**Current year revenue update-** Jay Waterman spoke of the FEMA money that will be received. This is counted as revenue. Interest income for the 4<sup>th</sup> quarter has not been received yet. The combined surplus is expected to be approximately \$300,000.

**Cap & non-** Cheryl Reedy spoke of the Parks & Recreation Department and asked for a five-year plan for projects. Selectman John Hodge spoke of the replacement of the playground.

**Public Comment-** None

**Future agenda items-** The board will go over a breakdown of what has been done by Town Counsel over the last year and will receive a budget vs. actual report for fiscal year 2012-2013. A five-year plan for Parks & Recreation will also be discussed.

**Board member comments-** None

**Adjournment**

Michael Cammarota made a motion to adjourn the meeting at 8:17 pm. Don Blackwell seconded the motion.

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