

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

MINUTES
Board of Finance Regular Meeting
Wednesday, October 16, 2013
7:30 PM
New Fairfield Community Room

Members present:

Wes Marsh, Chairman
Don Blackwell
Keith Landa
Jane Landers
Cheryl Reedy, Alternate
Brian Shea, Alternate (arrived 7:40pm)

Other Town Officials Present:

Susan Chapman, First Selectman
Mike Gill, Selectman
John Hodge, Selectman
Jay Waterman, Finance Director
Gail Lehman, Library Board Chairman
Linda Fox, Library Director

Members not present:

Tom Edwards
Tom Quigley
Michael Cammarota, Alternate

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

Pledge of Allegiance

Appointments- Wes Marsh noted that Quigley has asked that Cheryl Reedy be appointed in his absence and Tom Edwards has asked that Brian Shea be appointed in his absence.

Correspondence and Announcements- None

Public Comment

Resident Jennifer Brakenwagen spoke of the budget surplus and asked the BOF to consider designating part of it to the library. Ms. Brakenwagen invited the public to a Wine and Beer Tasting fundraiser for the library on November 7th at the Amber Room Colonnade. Anyone with questions can call the library.

Resident Lisa Weisenberg spoke of the budget surplus and asked about the possibility of adding another SRO to the schools.

Approval of Minutes

Don Blackwell made a motion to approve the minutes of the September 18, 2013 regular meeting as presented. Jane Landers seconded the motion.

Vote: 5-0-0 (Motion approved-Brian Shea arrived late and did not vote on this item)

Keith Landa made a motion to approve the minutes of the October 2, 2013 special meeting as presented. Cheryl Reedy seconded the motion.

Vote: 5-0-0 (Motion approved-Brian Shea arrived late and did not vote on this item)

Budget Transfers

The board discussed the summary of Intra-Departmental transfers for the fiscal year 2013-2014.

Medical HSA and its effect on Medical Reserve Fund

Wes Marsh spoke of the Medical Reserve Fund and noted that for this year, the HSA Plan is funded 100% when the plan starts. In subsequent years, the plan will be funded in portions throughout the year. The ending balance for the year ending June 30, 2013 was \$1,209,001.31 but was reduced to \$956,527.40 due to transfers to the HSA account. There was a brief discussion of the claims with the new HSA plan and how it will affect the Medical Reserve fund.

Chairman Wes Marsh thanked Finance Director Jay Waterman and the Finance Department for getting the information for this plan.

Budget transfers with true ups

Wes Marsh noted that at a previous meeting, Cheryl Reedy requested information regarding transfers. Ms. Reedy noted that she requested this information in order to get an idea of transfers and what makes up the surplus.

Budget Surplus

Wes Marsh spoke of the budget surplus for the 2012-2013 fiscal year. It was noted that \$135,657.75 was already appropriated for road work. Suggestions of uses for the rest of the surplus included the library project, the medical reserve fund or the Unappropriated Capital and Nonrecurring fund. There was a discussion of transferring money from the Board of Education's budget surplus into a non-lapsing account.

Library Chairman Gail Lehman and Library Director Linda Fox spoke of money that has been raised towards the Library renovation project. A Library Capital Campaign Committee has been formed and is conducting the fundraiser on November 7th. The Derx Foundation has been working with the library regarding a possible donation. It was noted that the New Fairfield Library is one of only six libraries in the State of Connecticut that is not ADA compliant.

Ms. Lehman spoke of the many donations from the fundraising campaign and noted that to date the library has raised almost \$52,000. Wes Marsh noted that it would be too expensive to bond this project so the only options for paying for this project would be the Unappropriated Cap & Non or budget the money for the project.

Cheryl Reedy asked about the possibility of using excess revenues from the cell towers and sweeping it into the Unappropriated Capital and Nonrecurring fund. It was noted that upcoming maintenance costs for the cell tower is unknown at this time. The Selectmen noted that they will discuss this at their next meeting. The BOF will discuss this further at their next meeting once final numbers are received.

Wes Marsh made a motion that the BOF recommend to a town meeting the approval to make the following additional appropriations from the 2012/13 town budget surplus: \$367,083.18 and any surplus remainder to Unappropriated Cap&Non; and \$2,791.72 to Fire Company Reserve. Cheryl Reedy seconded the motion. (Such document to be attached to the minutes of this meeting)

Vote: 6-0-0 (Motion approved)

Wes Marsh made a motion that the Board of Finance approve the transfer of \$32,863.43 (Town Meeting Not Required) from the Board of Education's 2012/13 budget surplus to the Board of Education's non-lapsing

capital expenditures account. Don Blackwell seconded the motion. (Such document to be attached to the minutes of this meeting)

Vote: 6-0-0 (Motion approved)

Calendar for 2014

Cheryl Reedy made a motion to approve the calendar of meetings for 2014 as presented. Keith Landa seconded the motion.

Vote: 6-0-0 (Motion approved)

Discussion of change in November meeting date

The board discussed the possibility of changing the date of the November meeting that was erroneously scheduled as the second Wednesday in November (11/13) instead of the third Wednesday. It was decided that the meeting will remain on November 13th.

ONGOING UPDATES

Medical update- None

Legal update- The packet included final numbers for the 2012-2013 fiscal year. Jane Landers asked for a general update of legal matters that are currently affecting the town.

Year to date expenses review- The board went over the expenses for the first part of the fiscal year. It was noted that State Trooper overtime is billed quarterly and has not been paid this fiscal year.

Current year revenue update- Jay Waterman noted that the tax collection rate is very high.

Cap & Non update- Approximately \$56,000 has been encumbered for two police vehicles that have been ordered and \$87,900 has been encumbered for the new playground and installation.

Jay Waterman will check Capital and Nonrecurring projects that have been completed to see if it is possible to sweep and remaining money to the Unappropriated Cap and Non account.

Public Comment- None

Future Agenda Items- Items to be discussed at future meetings include the Cap & Non close outs, Cell Tower revenue and Legal issues update. The budget will be discussed in the near future.

Board member comments- Jane Landers and Cheryl Reedy thanked Wes Marsh for his work as Chairman.

Keith Landa spoke of the Public Meeting held by the Planning Commission regarding the Plan of Conservation and Development held on Saturday, Oct. 5th and encouraged everyone to take the on-line survey.

Adjournment

Jane Landers made a motion to adjourn the meeting at 8:46 pm. Don Blackwell seconded the motion.

Vote: 6-0-0 (Motion approved)