

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

**MINUTES**

**Board of Finance Regular Meeting**  
**Wednesday, November 18, 2015**  
**7:30 PM**  
**New Fairfield Community Room**

***Members present:***

Wes Marsh, Chairman  
Michael Cammarota  
Tom Edwards  
Jane Landers  
Anthony Yorio  
Cheryl Reedy, Alternate  
Rick Salem, Alternate  
Brian Shea, Alternate  
***Members not present:***  
John Hodge

***Other Town Officials Present:***

Evelyn Abraham, Finance Director  
Mike Gill, Selectman  
Phil Ross, BOE Director of Buildings and Grounds  
Scott Akam, BOE Chairman  
Steve Burfeind, BOE Member  
Ed Sbordone, BOE Member

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

**Pledge of Allegiance**

**Appointments** John Hodge requested that Brian Shea serve as a full member in his absence.

**Correspondence and Announcements**

Chairman Wes Marsh congratulated Tom Edwards, Anthony Yorio, Cheryl Reedy, Rick Salem, and Brian Shea on their election to the BOF and welcomed Rick Salem to the Board.

**Public Comment**- None

**Approval of Minutes**

Anthony Yorio made a motion to approve the minutes of the October 21, 2015 regular meeting as presented. Jane Landers seconded the motion.

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

**Election of Chairman**

Jane Landers nominated Wes Marsh to continue as Chairman of the Board of Finance. Brian Shea seconded the motion.

Wes Marsh made a motion to close the nominations for Chairman. Jane Landers seconded the motion.

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

Wes Marsh was elected Chairman of the Board of Finance

### **Election of Clerk**

Chairman Wes Marsh explained the role of the Clerk of the BOF.

Jane Landers nominated Mike Cammarota to be Clerk of the Board of Finance. Brian Shea seconded the motion.

Wes Marsh made a motion to close the nominations for Clerk. Anthony Yorio seconded the motion.

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

Mike Cammarota was elected Clerk of the Board of Finance

### **Update on the Board of Education's Cap & Non projects**

BOE Director of Buildings and Grounds Phil Ross and BOE Chairman Scott Akam answered questions from the BOF regarding Capital and Nonrecurring projects for the Board of Education.

The BOF asked about the project to redo the parking lot at the high school/middle school as well as Consolidated School. Phil Ross noted that BSC Group is doing a feasibility study with a conceptional design and cost estimates for this project. If the BOE decides to go ahead with this project, it will be included in next year's budget. There was a brief discussion of this project and whether or not it is necessary. The BOF gave some alternative suggestions such as establishing rules and drop off times for cars and buses.

Mr. Ross noted that there are a few items left on the punch list for School Security. He also noted that the MHHS project is virtually complete and are just finishing the renovation of the pre-treatment plant.

There was a discussion of priorities for capital projects for the schools and it was noted that the auditorium at the high school is also a concern but the safety of the parking lot was more of a priority.

It was noted that the BOE reassess the capital projects every year.

**Budget Transfers**- None

### **Volunteers for the Audit subcommittee**

Chairman Wes Marsh explained the role of the audit subcommittee and noted that the contract for the current auditors is up this year and thus the subcommittee will make a recommendation to the full board for an auditor.

Tom Edwards, Jane Landers and Wes Marsh volunteered to serve on the audit subcommittee. Wes Marsh will check with John Hodge to see if he would like to continue to serve on this subcommittee. Rick Salem offered to serve on this committee if not enough regular members are able to volunteer.

### **Approval of Calendar of meetings for 2016**

There was a brief discussion of the calendar of meetings for 2016 and it was noted that the Board meets on the third Wednesday of every month except for March when they meeting every Wednesday. The Board discussed the Budget presentations which are held on the first Saturday in March. It was noted that in the past couple of years the presentations finished early and it was suggested that both sessions be done consecutively without a lunch break.

Wes Marsh made a motion to approve the calendar of meetings for the BOF for 2016 with the following amendment: Saturday, March 5, 2016 Budget presentations will be held from 9am to 11 (BOE Budget) and 11:30 to 12:30 (BOS Budget). Mike Cammarota seconded the motion.

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

### **ONGOING UPDATES**

**Medical update**- The medical fund balance has a balance of \$2,366,194.81. Chairman Wes Marsh noted that consultant Steve Rinaldi is retiring. Finance Director Evelyn Abraham noted that she met the new consultant. There was a brief discussion of looking into using another company. Evelyn Abraham will check to see what other towns use.

**Legal update**- A \$10,000 Intra-Departmental transfer was made to General Counsel (\$5,000 from Legal Labor and \$5,000 from Legal Land Use.)

**Year to date expenses review**- Selectman Mike Gill spoke of the expenses for the Police Department and the Resident Trooper program. He noted that a committee will be formed to look into this. There was a discussion of having a group meeting between the BOE, BOF and BOS and legislators. Selectman Gill will speak with First Selectman Chapman about setting this up.

**Current year revenue update**- Licenses, permits and Town Clerk receipts are all trending well.

### **Cap & Non**

The Town Clerk and Land records digitizing project was added from the 2014-2015 budget surplus.

There was a brief discussion of the Parks and Rec Capital and Nonrecurring projects.

There was a brief discussion of the role of the Town Engineer and the Clerk of the Works for the library project.

**Public Comment**- None

**Future agenda items**- The Board will discuss the 2016-2017 budget at future meetings.

**Board member comments**- The Board wished everyone a Happy Thanksgiving

### **Adjournment**

Jane Landers made a motion to adjourn the meeting at 9:07pm. Brian Shea seconded the motion.

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