

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

REVISED MINUTES
Board of Finance Regular Meeting
Wednesday, March 16, 2016
7:30 PM
New Fairfield Community Room

Members present:

Wes Marsh, Chairman
Michael Cammarota
John Hodge
Jane Landers
Anthony Yorio
Cheryl Reedy, Alternate
Rick Salem, Alternate
Brian Shea, Alternate

Members not present:

Tom Edwards

Other Town Officials Present:

Evelyn Abraham, Finance Director
Dr. Alicia Roy, Superintendent of Schools
Ed Sbordone, BOE member/Accounting Manager
Craig McClain, Business Manager
Susan Chapman, First Selectman
Mike Gill, Selectman
Kim Hanson, Selectman
Dr. Jason McKinnon, Ass't Superintendent of Schools
Mariana Coelho, High School Principal
Sarah McLain, Meeting House Hill School Principal
Sean Loughran, Parks and Rec Commission Chairman/BOE member
Susan Starr, BOE member
Jay Voss, BOE member
Bob Lindberg, Arthur J. Gallagher & Co.
Stephen Scholl, Arthur J. Gallagher & Co.

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

Pledge of Allegiance

Appointments Tom Edwards was unable to attend this meeting and asked that Brian Shea serve in his place.

Correspondence and Announcements- None

Public Comment- None

Addition of the agenda

Wes Marsh made a motion to add as Agenda item #10A "Discuss and possibly vote to on the Policy and Procedures Manual payment." Jane Landers seconded the motion.

Vote: 6-0-0 (Motion approved)

Approval of Minutes

Anthony Yorio made a motion to approve the minutes of the March 9, 2016 regular meeting as presented. Mike Cammarota seconded the motion.

Vote: 6-0-0 (Motion approved)

Budget Transfers

First Selectman Susan Chapman noted that this transfer is due to water testing for the water system to be installed in the town center and it is hopeful that this will be reimbursed from the state. John Hodge noted that Connecticut State Statutes require that the state pays for the installation of the water system and suggested that Town Counsel be consulted on this.

Wes Marsh made a motion to approve the following Inter-Departmental transfer of \$10,000.00. Jane Landers seconded the motion. (Such document to be attached to the minutes of this meeting)

Vote: 6-0-0 (Motion approved)

\$	Transfer To		\$	Transfer From	
\$10,000.00	4161-334	Prof. Services-Consulting	\$10,000.00	4160-250	Unclass. P & B Unemployment
\$10,000.00			\$10,000.00		

Vote on medical plan’s stop loss and prescription drug coverage for 2016-2017 budget

Bob Lindberg from Arthur J. Gallagher & Co. spoke of the Medical plan for both the town and the BOE. Main topics of the presentation included projected year end and fiscal year costs, Individual Stop Loss and Aggregate Stop Loss for both medical and prescription plans. Mr. Lindberg noted that there is currently a large claim that is expected to continue. The Board of Finance discussed different options and spoke of the ISL and the Aggregate Stop Loss.

Wes Marsh made a motion to change the medical plan to 120% Aggregate Stop Loss and \$250,000 Individual Stop Loss with prescription drugs. Brian Shea seconded the motion.

Vote: 6-0-0 (Motion approved)

Discussion of the Board of Education’s requested budget for 2016-2017

The board asked questions specifically of Craig McClain and Dr. Alicia Roy regarding the 2016-2017 budget. Main topics included capital projects such as the close out of the Meeting House Hill School project, the High School and Middle School lower level project. There was a discussion of the turf field replacement fund and replacement of the tennis courts. First Selectman Susan Chapman spoke of a group in town collecting money to build a new Lacrosse field behind the playground. First Selectman Chapman noted that no approvals have been given for this project. It suggested that a notice to this effect be put in the *Citizen News*. Many members of the BOF as well

as the First Selectman and the Superintendent expressed support for building a new auditorium at the high school.

Personnel issues included the amount to budget for attrition and actual numbers for the last couple of years, the hiring of safety advocates, curriculum positions, stipends for Department Heads and the suggestion of hiring an outside consultant to give suggestions on how to save money due to declining enrollment. The Board of Finance asked for metrics to measure expected improvements if money is spent on additional personnel designed to increase test scores.

There was a discussion of voter approved vs. actual numbers for payroll for the last couple of years and it was noted that there is some concern regarding the surplus in payroll.

Discussion of the Board of Selectmen's requested budget for 2016-2017

The Board of Finance discussed the Board of Selectmen's requested budget for 2016-2017 and it was noted that the Town Treasurer refinanced school bonds which saved the town money. It was noted that the Town's AAA Bond rating was renewed.

Other topics of discussion included the status of the Greenhouse, ways to measure the success of the Police Department, the drop-off center and the surplus in the General Fund.

There was a discussion of the budget for the Candlewood Lake Authority. John Hodge noted that George Linkletter made a motion supporting State Senator Michael McLachlan's legislation at the last CLA meeting. This legislation would require Lake Authorities to comply with the same budgetary standards as municipalities. This motion was denied by the CLA because they felt there was not enough information on the proposed legislation.

There was a discussion of Property and Casualty Insurance and it was noted that prices were locked in with CIRMA. Fuel prices have not been locked in to date.

Policy and Procedures Manual payment

Chairman Wes Marsh spoke of the Policy and Procedures Manual prepared by the audit firm O'Connor Davies that investigated internal controls. It was decided that the BOF Audit subcommittee will meet in the near future to discuss the next step for implementation of these suggestions.

Wes Marsh made a motion to approve payment of \$20,550 to the audit firm of O'Connor Davies for the Policy and Procedures Manual. Jane Landers seconded the motion.

Vote: 6-0-0 (Motion approved)

Ongoing updates

John Hodge made a motion to table the Ongoing updates until the next BOF meeting. Jane Landers seconded the motion.

Vote: 6-0-0 (Motion approved)

Public Comment

First Selectman Susan Chapman thanked the Finance Department, Town Treasurer and all involved in the renewal of the Towns' AAA Bond Rating.

Future Agenda Items

The board will further discuss the budget and Ongoing updates that were tabled.

Board member comments

Anthony Yorio spoke of his support in putting the surplus in the General Fund.

Many members of the board expressed their support for a new auditorium at the high school.

Adjournment

John Hodge made a motion to adjourn the meeting at 10:15pm. Mike Cammarota seconded the motion.

Vote: 6-0-0 (Motion approved)