

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

**MINUTES**  
**Board of Finance Regular Meeting**  
**Wednesday, January 18, 2017**  
**7:30 PM**  
**New Fairfield Community Room**

***Members present:***

Wes Marsh, Chairman  
Michael Cammarota  
Tom Edwards  
John Hodge  
Jane Landers  
Anthony Yorio (arrived 7:36 pm)  
Cheryl Reedy, Alternate  
Rick Salem, Alternate  
Brian Shea, Alternate

***Other Town Officials Present:***

Evelyn Abraham, Finance Director  
Susan Chapman, First Selectman  
Mike Gill, Selectman  
Kim Hanson, Selectman  
Ed Sbordone, Accounting Manager

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

**Pledge of Allegiance**- None

**Appointments**- None

**Addition to the agenda**

Michael Cammarota made a motion to add agenda item #11A "Discussion of proposed new turf field" to the agenda. Tom Edwards seconded the motion.

**Vote: 5-0-0 (Motion approved- Anthony Yorio arrived late and did not vote on this motion)**

**Correspondence and Announcements**- None

**Public Comment**- None

**Approval of Minutes**

Jane Landers made a motion to approve the minutes of the December 21, 2016 regular meeting as presented. Michael Cammarota seconded the motion.

**Vote: 3-0-2 (Motion approved- Wes Marsh, Jane Landers and Michael Cammarota in favor, John Hodge and Tom Edwards abstained, Anthony Yorio arrived late and did not vote on this motion)**

**Budget Transfers**

First Selectman Susan Chapman spoke of the transfer and the need for an additional police car.

Wes Marsh made a motion to recommend to a Town Meeting the following Additional Appropriation (Town Meeting required) in the amount of \$53,899.00. John Hodge seconded the motion. (Such document to be attached to the minutes of this meeting)

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

\$	Transfer From		\$	Transfer To	
\$53,899.00	301-4100-700	Unappropriated Cap & Non	\$53,899.00	301-4210-742	Cap & Non-PD Cars & Equip
<b>\$53,899.00</b>			<b>\$53,899.00</b>		

**Auditor of the Town of New Fairfield**

Wes Marsh noted that he spoke with the Town’s audit firm of O’Connor Davies and they have agreed to keep the same price as last year of \$52,000 for the next fiscal year.

Wes Marsh made a motion to retain the current audit firm of O’Connor Davies for the same annual price as last year of \$52,000. Jane Landers seconded the motion.

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

**BOF Budget for 2017-2018**

There was a discussion of the BOF budget for 2017-2018 and specifically the amount to be put in the BOF contingency fund. It was noted that this fund is used for the entire town and not solely for the BOF. The Board compared the amount of the contingency with the contingency funds of surrounding towns.

Wes Marsh made a motion to approve the following budget items for the Board of Finance for the fiscal year 2017-2018. John Hodge seconded the motion.

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

Salaries	\$ 2,323.00
Town Audit	\$52,000.00
Materials and Supplies	\$ 3,000.00
Contingency Fund	\$ 33,000.00

**Insurance Consultant**

There was a discussion of a bill received by Gallagher Insurance for commissions. Finance Director Evelyn Abraham reviewed the bill and noted that this would be taken out of the medical insurance fund.

Wes Marsh made a motion to pay the bill for Gallagher Insurance in the amount of \$7,200.54. Jane Landers seconded the motion.

**Vote: 5-1-0 (Motion approved- John Hodge opposed)**

Three companies have submitted an RFP for the Insurance Consultant. This will be reviewed by a BOF subcommittee within the next month. Anthony Yorio, Jane Landers, Tom Edwards and John Hodge volunteered to serve on this subcommittee.

**Fiscal year 2017-2018 budget planning**

The Board discussed information that they would like from the Board of Education during the budget process. Specific requests include three year actual numbers vs. voter approve budget numbers, Capital plan vs. what was done. Attrition numbers, enrollment figures for the past ten years, staff head count, and descriptions of the contracts of the Superintendent of Schools, Assistant Superintendent of Schools and principals from all four schools.

**Proposed new turf field**

Michael Cammarota spoke of the proposed new turf field near the playground. There was a discussion of the plan to pay for maintenance of this proposed field and if Field Fees are enough to sustain this field. There will be a Town Meeting on Thursday, January 26<sup>th</sup> to vote on this proposed donation.

**ONGOING UPDATES**

**Medical update-** The current balance of the Medical balance is \$3,262,114.27. There was a brief discussion of the reserve and it was decided that this will be discussed further in the future.

**Legal update-** The available budget is \$52,937.00

**Year to date expenses review-** There was a brief discussion of Police overtime.

**Current year revenue update-** There was a discussion of the Motor Vehicle supplemental revenue and Interest Income. Real Estate Conveyance and Town Clerk receipts are in good shape

**Cap & Non-** There was a transfer to pay for repaving of the roads.

**Public Comment**

Resident Eric Alviti spoke of the proposed turf field and encouraged residents to support it at the Town Meeting on Thursday, January 26<sup>th</sup> at 7:00pm at the Community Room. Anyone interested in making a contribution can go to the website at NFYouthLacrosse.com

**Future Agenda Items-** The auditor will present and the Insurance consultant RFP will be discussed at the February meeting.

**Board member comment**

Board members spoke of the News Times article regarding the Candlewood Lake Authority and clarified the Board of Selectmen's and Board of Finance's action regarding the restricted funds regarding the Candlewood Lake Authority.

**Adjournment**

John Hodge made a motion to adjourn the meeting at 9:11 pm. Anthony Yorio seconded the motion.

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