

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

MINUTES

Board of Finance Regular Meeting
Wednesday, May 17, 2017
7:30 PM
New Fairfield Community Room

Members present:

Wes Marsh, Chairman
Michael Cammarota
John Hodge
Jane Landers
Anthony Yorio
Tom Edwards
Cheryl Reedy, Alternate

Rick Salem, Alternate

Members not present:

Brian Shea, Alternate

Other Town Officials Present:

Ed Sbordone, Finance Director
Susan Chapman, First Selectman
Mike Gill, Selectman
Kim Hanson, Selectman

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

Pledge of Allegiance

Appointments-None

Correspondence and Announcements

First Selectman Susan Chapman announced that the Town's AAA bond rating has been renewed. This will allow the Town to save approximately \$436,000 in interest over the next few years. First Selectman Chapman thanked the Finance Department for all their hard work.

Susan Chapman further spoke of revised State cuts proposed by the governor that could affect New Fairfield. Finance Director Ed Sbordone provided the Board with a spreadsheet of potential State cuts and how it could affect the Town budget. There was a brief discussion among the Board members regarding State cuts.

Public Comment

Resident Rick Regan spoke of the recent budget vote and asked for a breakdown of the advisory questions.

Approval of Minutes

Anthony Yorio made a motion to approve the minutes of the April 19, 2017 regular meeting as presented. Jane Landers seconded the motion. **Vote: 6-0-0 (Motion approved)**

Budget Transfers- None

Medical Plan

Wes Marsh spoke of an email received from Kimberly Quigley from USI Insurance Services recommending that the Board adopt a medical plan with 120% ASL with \$250,000 ISL. There was a brief discussion of the aggregate factor comparison.

Anthony Yorio made a motion to keep the medical plan with 120% ASL with \$250,000 ISL. John Hodge seconded the motion.

Vote: 6-0-0 (Motion approved)

Prescription audit

Wes Marsh spoke of a proposal from USI concerning a prescription audit from a company called PBI Rx. This will be an audit of prescription costs at no cost to the Town. PBI will get 30% of what is recovered and the Town will receive 70%.

Wes Marsh made a motion to do a Prescription audit of the Anthem Express Scripts contract using PBI Rx. John Hodge seconded the motion.

Vote: 6-0-0 (Motion approved)

Mill Rate

Wes Marsh noted that both budgets passed on May 13th. There was a discussion of the advisory questions that were on the ballot. It was noted that ballots must be sealed for 14 days after the vote. There was a discussion of getting a level of detail regarding how the votes equated to the advisory question. It was decided that the results of the advisory can be used to affect the budget process for next year.

Wes Marsh made a motion to set the Mill Rate for the fiscal year commencing on July 1, 2017 and ending June 30, 2018 at 29.82 Mills. Michael Cammarota seconded the motion.

Vote: 6-0-0 (Motion approved)

Suspense List

Wes Marsh made a motion to approve the Suspense List from the New Fairfield Tax Collector dated May 3, 2017 in the amount of \$40,345.55. Jane Landers seconded the motion. (Such document to be attached to the minutes of this meeting).

Vote: 6-0-0 (Motion approved)

John Hodge made a motion to attach the Suspense List to the minutes of this meeting. Jane Landers seconded the motion.

Vote: 6-0-0 (Motion approved)

Policy and Procedures manual

Finance Director Ed Sbordone has reviewed the policy and procedures for the Finance Department specifically in the areas of purchases, disbursements, treasury and payroll. Once this has been approved by the Board of Finance, it will be sent to the Board of Selectmen for their approval. Mr. Sbordone noted that this has been reviewed by the employees in the Finance Department and has been implemented.

Policy and Procedures manual (con't)

Jane Landers made a motion to accept the proposed Policy and Procedures manual for Finance as presented. Michael Cammarota seconded the motion.

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

ONGOING UPDATES

Transfers- Wes Marsh noted that an Intra-Departmental transfer needed to be made in order to do upgrades to the elevator at the Police Department.

Medical update- The Board reviewed the Medical Reserve fund to date.

Legal update- The current balance in the Legal Fund is \$23,646.

Year to date expenses review- Utilities will come in under budget. The Communications Center overtime is down and the department is running smoothly.

Ed Sbordone noted that there will be a surplus for this fiscal year.

Current year revenue update- The Board reviewed revenues for the year and specifically Special Education funding, interest income and student tuition from Sherman.

Cap & Non- The Board discussed the Candlewood Corners project. The money has already been allocated from the State for this project.

Public Comment

Rick Regan further spoke of the advisory questions on the budget ballot and volunteered to help correlate the ballots if necessary.

Future Agenda items

John Hodge suggested having a workshop to discuss the budget and specifically State cuts. It was decided to wait until the State budget was completed.

Board member comments

Members of the Board of Finance expressed their disappointment in the very low voter turnout for the budget vote.

Adjournment

John Hodge made a motion to adjourn the meeting at 8:38 pm. Wes Marsh seconded the motion.

Vote: 6-0-0 (Motion approved)