

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

**MINUTES**

**Board of Finance Regular Meeting  
Wednesday, September 20, 2017  
7:30 PM  
New Fairfield Community Room**

***Members present:***

Michael Cammarota, Clerk  
Tom Edwards  
John Hodge  
Anthony Yorio  
Cheryl Reedy, Alternate  
Rick Salem, Alternate  
Brian Shea, Alternate

***Other Town Officials Present:***

Susan Chapman, First Selectman  
Mike Gill, Selectman  
Kim Hanson, Selectman  
Dr. Alicia Roy, Superintendent of Schools  
Ed Sbordone, Finance Director  
Steve Burfeind, BOE Chairman

***Members not present:***

Wes Marsh, Chairman  
Jane Landers

**Call To Order** Clerk Mike Cammarota called the meeting to order at 7:30pm

**Pledge of Allegiance**

**Appointments**- Michael Cammarota noted that Jane Landers will not be present at tonight's meeting and has appointed Cheryl Reedy to serve in her place.

**Correspondence and Announcements**- None

**Public Comment**-None

**Approval of Minutes**

John Hodge made a motion to approve the minutes of the July 19, 2017 regular meeting and the August 30, 2017 special meeting as presented. Anthony Yorio seconded the motion.

**Vote: 4-0-1 (Motion approved-Cheryl Reedy abstained)**

**Budget Transfers**

Cheryl Reedy made a motion to approve the following Inter-Departmental transfer (Year-end true ups) in the amount of \$13,807.87 (Such document to be attached to the minutes of this meeting.)

\$	Transfer From		\$	Transfer To	
\$7,530.22	4195-620-3	Utilities-Town Prop.-Electric	\$7,530.22	4150-110	Finance Salaries
\$6,238.95	4195-620-5	Utilities-Town Prop.-Fuel Oil	\$3,487.10	4161-332-3	Prof. Services-Legal Labor
			\$2,751.85	4161-332-4	Prof. Services-Legal-General Other
\$10.46	4195-620-5	Utilities-Town Prop.-Fuel Oil	\$10.46	4197-110	General Land Use-Salaries
\$27.66	4195-620-5	Utilities-Town Prop.-Fuel Oil	\$2.52	4225-110	Fire Marshal Salaries
			\$25.14	4225-610	Fire Marshal-M&S
\$0.58	4195-620-5	Utilities-Town Prop. -Fuel Oil	\$0.58	4720-6	Debt Service School-MHHS-Int.
<b>\$13,807.87</b>			<b>\$13,807.87</b>		

**Update-State fiscal year 2017-2018 budget**

Michael Cammarota noted that no budget has been passed yet for the State of Connecticut. It was decided to discuss this subject further once a budget is passed.

**Presentations/Discussions of Board of Education and Board of Selectmen plans for budget freezes, item deletions and project delays**

At the special meeting of August 30<sup>th</sup>, the BOF asked the Board of Education and the Board of Selectmen to come up with a contingency plan that includes optional operational freezes, budget line deletions and project delays of \$800,000 and \$300,000 respectively from their budgets. This is in response to possible state budget reductions.

Dr. Alicia Roy spoke of a plan approved by the BOE at their special meeting on September 5<sup>th</sup>. The plan mostly included delays to Capital Projects that included: High School/Middle School auditorium (\$155,000), Consolidated Water Storage project (\$45,000), Consolidated Parking Lot project (\$102,000), High School Family and Consumer Sciences project (\$278,000) and High School Locker Room Renovation (\$20,000). Dr. Roy spoke of how delaying these projects will affect the district. Cuts from salaries include not filling an open position for a High School Science teacher (\$93,199) and Unappropriated Salary funds or other remaining funds in the amount of \$106,801. Dr. Roy noted the BOE moved that this contingency plan is not binding and they reserve the right to revisit this plan once the state budget is approved.

First Selectman Susan Chapman noted that the BOS came up with the following contingency plan in the amount of \$300,000. The plan includes a 5% freeze of non-payroll items from certain departments which would amount to \$196,200 and the delaying of the following capital and nonrecurring project: Revaluation (\$44,800), Lake Studies (\$30,000), Fire Department-Airpack Upgrade/retrofit (\$24,000) and Recreation capital for the Beach House (\$5,000) for total for capital projects of \$103,800.

John Hodge asked the BOS to speak to Town Counsel to find out the legal process for taking funds from capital project and moving them into the operating budget.

Cheryl Reedy thanked both the BOE and the BOS for their cooperation.

### **ONGOING UPDATES**

**Medical update**- The year-end balance for 2016-2017 is approximately \$3.3 million.

**Legal update**- The available balance is currently \$104,853

**Year to date expenses review**- The Board reviewed expenses for the current fiscal year and noted that there were no concerns.

**Current year revenue update**- There was a revenue surplus of approximately \$112,000 for 2016-2017. This was due mostly to increased tax collections, increased Real Estate conveyance taxes and increased EMS revenues.

**Cap & Non review**- There was a brief discussion of a negative balance for Muskett Ridge and it was noted that this is money owed from the State.

**Public Comment**- None

**Future Agenda items**-The Board will discuss the State budget and the timeline and legal process for the contingency plan.

Tom Edwards made a motion to schedule a special BOF meeting on Wednesday, Oct. 4<sup>th</sup> at 7:30pm to discuss the State budget and ramifications. John Hodge seconded the motion.

**Vote: 5-0-0 (Motion approved)**

### **Board member comments**

Members of the BOF thanked the BOS and the BOE for their cooperation with the budget and contingency funds.

### **Adjournment**

Mike Cammarota made a motion to adjourn the meeting at 8:16 pm. Tom Edwards seconded the motion.

**Vote: 5-0-0 (Motion approved)**