

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

MINUTES

Board of Finance Regular Meeting
Wednesday, November 14, 2018
7:30 PM
New Fairfield Community Room

Members present:

Wes Marsh, Chairman
Michael Cammarota
Jane Landers
Anthony Yorio
Brian Shea, Alternate

Members not present:

Erin Badillo
Tom Edwards
Cheryl Reedy, Alternate
Rick Salem, Alternate

Other Town Officials Present:

Ed Sbordone, Finance Director
Pat Del Monaco, First Selectman
Khris Hall, Selectman
Kim Hanson, Selectman

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

Pledge of Allegiance

Appointments-Tom Edwards was not available for tonight's meeting and asked that Brian Shea serve in his place.

Correspondence and Announcements- None

Public Comment- None

Approval of Minutes

Anthony Yorio made a motion to approve the minutes of the October 17, 2018 regular meeting as presented. Jane Landers seconded the motion.

Vote: 4-0-1 (Motion approved-Brian Shea abstained)

Budget Transfers- Discussed with budget surplus

2019 Calendar of meetings

Anthony Yorio made a motion to approve the meeting calendar for 2019 as presented. Jane Landers seconded the motion **Vote: 5-0-0 (Motion approved)**

School Safety and Security Committee update

Anthony Yorio noted that a consultant was hired to conduct an assessment. He noted this committee meets every other Tuesday and encouraged everyone to attend.

Memorandum of Understanding

Chairman Wes Marsh spoke of a meeting with the Parks and Recreation Commission which approved a Memorandum of Understanding to create a lock box for funds to be used solely for the replacement of the docks at the town marina. The points of this Memorandum of Understanding are:

- Beginning in the 2018/2019 fiscal year, the Finance Director will transfer all additional funds above \$150,000 collected by the Recreation Director for boats and jet ski slips into the Capital and Nonrecurring account for the sole purpose of replacing the town’s marina docks. Any future use of these funds will need to be approved by both the Board of Selectmen and the Board of Finance.
- Beginning in the 2018/2019 fiscal year, the Parks and Recreation’s program fund will no longer be required to contribute to the Town’s Capital Fund and the Parks and Rec’s capital needs shall be funded from the Program Fund or presented for funding through the Town’s Capital Fund budget process.
- Boat and jet ski dock fees will be recommended by the Board of Selectmen by the Parks and Recreation Commission every year.

There was a brief discussion of the process for setting fees for slips.

Wes Marsh made a motion to approve the Memorandum of Understanding between the Board of Selectmen, Board of Finance, Parks and Rec Commission and the Finance Director entitled Boat Dock Replacement Lock Box. Michael Cammarota seconded the motion.

Vote: 5-0-0 (Motion approved)

Budget Transfer

Wes Marsh made a motion to approve the following Inter-Departmental transfer in the amount of \$209,869.56. Jane Landers seconded the motion. (Such document to be attached to the minutes of this meeting) **Vote: 5-0-0 (Motion approved)** - It was noted that this is the fund to start the lock box for the boat dock replacement fund.

\$	Transfer To		\$	Transfer From	
\$30,000.00	301-4510-700	Recreation Capital-New Field/Facility	\$209,869.56	301-4150-700	Boat Dock Replacement Lock Box
\$74,286.90	205-4900-002	Transfer out of Cap & Non			
\$105,582.66	301-4510-700	Recreation Capital-Boat Dock Replacement			
\$209,869.56			209,869.56		

2017-2018 Budget surplus

There was a discussion of the Additional Appropriation for the 2017-2018 Expenditure surplus and the proposal to use this surplus for the Boat Dock replacements. There was a discussion of possibly waiting to hear about the FEMA reimbursement. First Selectman Pat Del Monaco noted that she will be meeting with FEMA next week. She also noted that it is possible that the existing fingers on the docks can be reused.

There was a discussion of the BOF policy for the surplus. This will be voted on at a meeting in the near future.

Town Tribune article

It was decided to table the Town Tribune article for this month.

ONGOING UPDATES

Medical update- The current balance is \$2,549,370.16

Legal update- The available balance is \$116,372

Year to date expenses review- Finance Director Ed Sbordone noted that they are keeping an eye on SRO overtime. Fuel oil prices have been locked in.

Current year revenue update- Revenue from licenses and permits are trending well. There is an expected surplus for building revenues. There will be a surplus for EMS.

Cap & Non update- A new generator was added for the Town Hall Annex.

Public Comment

Selectman Kim Hanson asked the BOF to consider the state budget when compiling the town's budget.

Future Agenda Items

The Board will discuss the budget surplus and the Town Tribune articles in the near future.

Board member comments

Members of the Board noted that they were pleased with the voter turnout during the last election. They wished everyone a Happy Thanksgiving.

Adjournment

Anthony Yorio made a motion to adjourn the meeting at 8:26 pm. Michael Cammarota seconded the motion. **Vote: 5-0-0 (Motion approved)**