

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

**MINUTES**

**Board of Finance Regular Meeting**  
**Wednesday, December 19, 2018**  
**7:30 PM**  
**New Fairfield Community Room**

***Members present:***

Wes Marsh, Chairman  
Erin Badillo  
Michael Cammarota  
Tom Edwards  
Jane Landers  
Anthony Yorio  
Cheryl Reedy, Alternate  
Rick Salem, Alternate  
Brian Shea, Alternate

***Other Town Officials Present:***

Ed Sbordone, Finance Director  
Dr. Jason McKinnon, Ass't Superintendent of Schools  
Dr. Richard Sanzo, High School Principal  
Pat Del Monaco, First Selectman  
Khris Hall, Selectman  
Bucky Riehl, Public Works

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

**Pledge of Allegiance**

**Appointments**-None

**Correspondence and Announcements**- Board member Tom Edwards announced that he will be resigning from the Board of Finance effective December 20, 2018 due to work commitments. He thanked everyone for the opportunity to serve in this position over the last nine years and wished everyone well.

**Public Comment**- None

**Approval of Minutes**

Jane Landers made a motion to approve the minutes of the November 14, 2018 regular meeting as presented. Anthony Yorio seconded the motion. **Vote: 5-0-1 (Motion approved- Tom Edwards abstained)**

**Budget Transfers**- None

**2017-2018 Audit as prepared by the firm of O'Connor Davies**

Chairman Wes Marsh noted that he just received the draft of the audit. There will be an audit subcommittee meeting on Friday, December 21<sup>st</sup> at 3 pm in the Town Hall Annex with

O'Connor Davies Partner Joseph Centofanti to review the audit. This will be discussed further at the next BOF meeting.

Finance Director Ed Sbordone noted that the audit went well and there were no deficiencies with either the Board of Education or the Town.

### **Presentation of School performance scores, reports and curriculum plans**

Assistant Superintendent of Schools Dr. Jason McKinnon and High School Principal Dr. Richard Sanzo spoke of the performance results, test scores and curriculum development for the district. Dr. McKinnon spoke of the curriculum development and revision plan for the years 2018-2023 and spoke of the written, tested and taught curriculum. He spoke of the roles of the curriculum teams and professional development and training as well as the types of assessments and ways to be more effective on a daily basis. He noted that these plans are available on the district's website.

Dr. McKinnon further spoke of testing reports and standardized testing. He spoke of the difference between formative assessments and summative assessments. He noted that standardized testing is an example of summative assessments and classroom testing is an example of formative assessments. A report regarding classroom assessments will be given in the near future. He spoke of the Smarter Balanced Test results. There was a discussion of how New Fairfield compares to other towns in the District Reference Group (DRG) and noted the improvement over the last four years. He also spoke of the Achievement Gap and individual plans for students that do not meet goal.

Dr. Sanzo spoke of PSAT and SAT results and the process for which they are given. He spoke of Evidence Based Reading and Writing (EBRW) and the fact that New Fairfield scores have increased over the last few years while the scores surrounding towns have generally decreased. He spoke of the Math scores and noted that New Fairfield is still at the bottom of the DRG. The goal is to close this gap within two years. Dr. Sanzo spoke of investments being made to increase scores including staff development and extra instruction time for SAT preparation.

The members of the Board of Finance asked questions of Dr. McKinnon and Dr. Sanzo regarding the test scores and specifically what other districts are doing to increase scores. There was a discussion of ways to measure social and emotional learning and ways to help students that may not be college bound. Members of the BOF thanked Dr. McKinnon and Dr. Sanzo for all their hard work.

### **Board of Finance Department budget for 2019-2020**

The Board discussed the BOF requested department budget for fiscal year 2019-2020. The total of this requested budget is \$74,524.00. It was noted that \$54,000 of this would be the annual cost of the audit. The Board proposed budget includes \$15,000 as a contingency that can be used for town emergencies. There was a discussion of the possibility of lowering the

contingency to \$10,000 per year and it was noted that none of the contingency fund has been used in recent years.

Anthony Yorio made a motion to reduce the contingency line item for the BOF budget for 2019-2020 fiscal year from \$15,000 to \$10,000. Michael Cammarota seconded the motion.

Anthony Yorio made a motion to call the question regarding the previous motion. Michael Cammarota seconded the motion. **Vote: 6-0-0 (Motion approved)**

**Vote on original motion after calling the question: 3-3-0 (Motion denied- Michael Cammarota, Tom Edwards and Anthony Yorio in favor, Erin Badillo, Jane Landers and Wes Marsh opposed)**

Anthony Yorio made a motion to table the approval of the BOF Department Budget for fiscal year 2019-2020 until after meeting with the auditors. Jane Landers seconded the motion.

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

#### **Budget surplus for fiscal year 2017-2018**

There was a discussion at a previous meeting about the possibility of using the budget surplus from 2017-2018 to repair the docks at the marina. First Selectman Pat Del Monaco noted that the town is still waiting to get the reports from the engineer and will hopefully have a better idea of the price for this in the near future.

#### **Board of Finance article for the Town Tribune**

Erin Badillo will write the next BOF article for the Town Tribune for the first week in January. It was decided that the subject will be the proposed budget including a schedule for the budget presentations and the budget workshops.

#### **Process for electing a new BOF member due to resignation**

Chairman Wes Marsh spoke of the process for electing a new Board of Finance member to replace Tom Edwards. It was noted that this member is elected by the remaining members and it must be done at a special meeting. It was noted that alternates Cheryl Reedy and Brian Shea were both interested in the full position. There was a brief discussion as to whether or not the alternates should have first priority for the full seat.

Anthony Yorio made a motion to select the replacement for Mr. Edwards from the current pool of alternate BOF members and open the election for replacement of the alternate by asking for a letter of intent prior to a special meeting. Michael Cammarota seconded the motion.

Anthony Yorio made a motion to amend the previous motion to specify that the special meeting be held at 7:15 on Wednesday, January 16<sup>th</sup> immediately prior to the next regular meeting. Jane Landers seconded the motion.

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

**Vote on previous motion as amended: 5-1-0 (Motion approved- Wes Marsh opposed)**

## **ONGOING UPDATES**

**Medical update**- There was a brief discussion of the self-insured plan and it was noted that the Individual Stop Loss was a good decision.

**Legal update**- No review

**Year to date expenses review**- Brief discussion of Police overtime

**Current year revenue update**- Everything is looking good.

**Cap & Non**- The Board discussed Capital projects to date.

**Public Comment**- None

## **Future agenda items**

The Board will discuss the following in the near future:

- Election of alternate
- Audit report
- 2019-2020 budget
- Changes to the grand list and elderly tax credit from the Assessor.
- 2017-2018 surplus
- School security

## **Board member comments**

Members of the Board of Finance thanked Tom Edwards for his nine years of service on the Board of Finance. They also thanked Craig McClain for his service to the town and wished him well in his retirement. They wished everyone Happy Holidays.

Anthony Yorio noted that the School Safety and Security committee is currently waiting for the audit results.

## **Adjournment**

Jane Landers made a motion to adjourn the meeting at 10:06 pm. Tom Edwards seconded the motion. **Vote: 6-0-0 (Motion approved)**