

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

**MINUTES**

**Board of Finance Regular Meeting**  
**Wednesday, January 16, 2019**  
**7:30 PM**  
**New Fairfield Community Room**

***Members present:***

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

***Members not present:***

Michael Cammarota

***Other Town Officials Present:***

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

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

**Pledge of Allegiance**

**Appointments**-Wes Marsh announced that Michael Cammarota appointed Rick Salem to serve in his absence.

**Correspondence and Announcements**

Chairman Wes Marsh noted that he received an email from resident George Cushing with some suggestions for the upcoming budget. This will be discussed during the budget discussion later in the meeting.

Wes Marsh noted that Alternate Cheryl Reedy was elected to be a regular member at a meeting immediately preceding this one. This was to fill the vacancy created by the resignation of Tom Edwards.

**Public Comment**- None

**Approval of Minutes**

Anthony Yorio made a motion to approve the minutes of the December 19, 2018 regular meeting as presented. Jane Landers seconded the motion. **Vote: 6-0-0 (Motion approved)**

Erin Badillo made a motion to approve the minutes of the Audit subcommittee meeting of December 21, 2018 as presented. Jane Landers seconded the motion.

**Vote: 4-0-2 (Motion approved- Rick Salem and Anthony Yorio abstained)**

**Budget Transfers**-None

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

Wes Marsh noted that the vote on the Board of Finance Department budget for 2019-2020 was tabled at the December meeting because the Board decided to get advice from the auditor regarding the optimal amount that should be in the contingency fund. The auditor noted at the BOF audit subcommittee meeting that his town had a contingency fund of approximately \$100,000. There was a discussion of the fact that the contingency fund is rarely used in New Fairfield and the optimal amount that the Board is comfortable with. It was decided to keep the contingency fund at \$15,000.

It was noted that the auditor will give a presentation at the February 20<sup>th</sup> BOF meeting.

Wes Marsh made a motion to approve the BOF Department Budget for 2019-2020 as presented with an increase to the Town Audit line to \$55,625 and keeping the Contingency line at \$15,000. Erin Badillo seconded the motion. **Vote: 6-0-0 (Motion approved)**

**Budget Surplus for 2017-2018**

First Selectman Pat Del Monaco spoke of the boat docks and the possibility of putting some of the 2017-2018 surplus into the Boat Dock replacement lock box. She noted that she met with the engineers and spoke of the areas at the marina that need to be replaced. There was a discussion of putting the surplus into the lock box or the unappropriated capital and nonrecurring fund. It was decided to put \$55,475.14 into the lock box at this time but to give the Board of Selectmen the opportunity to come back to the BOF to ask for more money for the boat docks in the future if necessary.

Cheryl Reedy made a motion to recommend to a Town Meeting the following Additional Appropriation for the 2017-2018 expenditure surplus with the provision that the Board of Selectmen may come back to the Board of Finance for additional money needed for the boat dock replacement from the unappropriated capital and nonrecurring fund balance if necessary. Jane Landers seconded the motion. **Vote: 6-0-0 (Motion approved)**

\$	Transfer From		\$	Transfer To	
\$140,387.83	2532-001	General Fund- Unreserved	\$24,912.69	304-3900-740	Fire Company Reserve
			\$60,000.00	301-4330-742	Public Works Trucks and Equipment
			\$55,475.14	301-4150-700	Boat Dock Replacement Lock Box
<b>\$140,387.83</b>			<b>\$140,387.83</b>		

### **Addition to the agenda**

Cheryl Reedy made a motion to add agenda item #9A "Appropriating money out of the Boat Dock Replacement Fund" to tonight's agenda. Jane Landers seconded the motion.

**Vote: 4-2-0 (Motion approved- Wes Marsh and Anthony Yorio opposed)**

### **Boat Dock Replacement**

Cheryl Reedy made a motion to approve the Board of Selectmen taking funds not to exceed \$35,000 out of the Boat Dock Replacement lock box for engineering fees. Erin Badillo seconded the motion.

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

### **Fiscal Year 2019-2020 Budget planning discussion**

Wes Marsh noted that the Board of Education had a very informative budget meeting on January 7<sup>th</sup> and discussed capital projects, enrollment, the possible reduction to head count, special education, technology and curriculum and professional development. There is a possibility that there will be another BOE workshop on Tuesday, January 29<sup>th</sup>. The BOF decided that if there are no changes since the last workshop that they don't need to participate.

Wes Marsh noted that the Board of Selectmen is meeting with Department Heads to go over the budgets and will finish by next week. He spoke of an email that he received from resident George Cushing with suggestions about the Police Department and roads.

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

It was decided to rerun the article that Erin Badillo wrote for the January 3<sup>rd</sup> Town Tribune in the middle of February with the updated dates.

### **School Safety and Security Committee**

Anthony Yorio noted that there is a mandate to replace the current security cameras in the schools. He noted that the committee recommended to the BOE that they include approximately \$250,000 in their capital budget for security improvements in the schools. These security improvements will depend on the results of the upcoming feasibility study for the high school and Consolidated School. It is possible that the security project may be folded into an improvement project.

### **ONGOING UPDATES**

**Medical update-** The Board reviewed medical claims through November 2018

**Legal update-** The legal budget balance through November 2018 is \$109,266

**Year to date expenses review-** The Board asked about Technical Support costs and it was noted that this is shared with the BOE. There was a brief discussion of Resident Trooper overtime.

**Current year revenue update-** Revenue for licenses and permits is ahead of schedule.

**Cap & Non-**The Board reviewed the Capital and Nonrecurring budget.

First Selectman Pat Del Monaco spoke of FEMA reimbursement from the May 15<sup>th</sup> storm. A list of damage inventory which includes everything that the town wants to be reimbursed for was sent to FEMA. This includes physical damage to buildings as well as hourly labor and volunteer labor.

Once the list is reviewed and financial information is sent. The State is reimbursed first and then the town.

**Public Comment**-None

**Future Agenda items**- The audit will be presented at the February meeting. Budget planning for 2019-2020 will be discussed at the February meeting.

**Board member comments**- Members of the Board congratulated Cheryl Reedy on becoming a full member of the Board of Finance. Cheryl Reedy thanked everyone for the honor.

**Adjournment**

Jane Landers made a motion to adjourn the meeting at 9:25 pm. Rick Salem seconded the motion.

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