

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

**MINUTES**

**Board of Finance Regular Meeting**  
**Wednesday, September 18, 2019**  
**7:30 PM**  
**New Fairfield Community Room**

***Members present:***

Wes Marsh, Chairman  
Erin Badillo  
Michael Cammarota  
Jane Landers  
Cheryl Reedy  
Anthony Yorio  
Tom Garben, Alternate

***Other Town Officials Present:***

Ed Sbordone, Finance Director  
Pat Del Monaco, First Selectman  
Khris Hall, Selectman  
Dr. Rich Sanzo, Director of Business and Operations  
Peggy Katkocin, BOE Chairman  
Rick Regan, BOE member

***Members not present:***

Brian Shea, Alternate  
Rick Salem, Alternate

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

**Pledge of Allegiance**

**Appointments**-None

**Correspondence/Announcements**- None

**Addition to the agenda**

Wes Marsh made a motion to add agenda item #9A “Discuss and possibly vote to revise the Town of New Fairfield’s Debt Policy.” Anthony Yorio seconded the motion. **Vote: 6-0-0 (Motion approved)**

**Public Comment**

First Selectman Pat Del Monaco announced that she received notification that FEMA granted the Town the entire 75% reimbursement for the debris removal for both the town roads and private roads for the aftermath of the May 15, 2018 storm. Finance Director Ed Sbordone noted that this can be recorded as a receivable as of June 30, 2019.

BOE Chairman Peggy Katkocin thanked the BOF for recommending the proposed building project to a Town Meeting and assured everyone that town officials are taking this project very seriously.

**Approval of Minutes**

Wes Marsh made a motion to approve the minutes of the July 17, 2019 regular meeting as presented. Anthony Yorio seconded the motion. **Vote: 5-0-1 (Motion approved- Jane Landers abstained)**

**Budget Transfers**

Wes Marsh made a motion to approve the following Inter-Departmental transfer in the amount of \$589.33. Anthony Yorio seconded the motion. **Vote: 6-0-0 (Motion approved)**

\$	Transfer From		\$	Transfer To	
\$589.33	4150-610	Finance M&S	\$111.00	4163-520	General Insurance-Property and Casualty
			\$49.25	4193-110	Zoning Board of Appeals-Salaries
			\$429.08		Zoning Board of Appeals-M&S
<b>\$589.33</b>			<b>\$589.33</b>		

**Boat Dock Invoice**

Pat Del Monaco gave a brief description regarding the Boat Dock invoice from Race Coastal Engineering.

Wes Marsh made a motion to approve the payment of to Race Coastal Engineering in the amount of \$11,320.00 from the Boat Dock replacement fund. Erin Badillo seconded the motion. **Vote: 6-0-0 (Motion approved)**

**Discussion of Medical Plan Utilization review including Prescription rebate**

Wes Marsh spoke of a meeting with the Insurance Company that he attended along with BOF members Jane Landers, Brian Shea and Tom Garben. He spoke of an executive summary for USI and the advantages of visiting urgent care facilities vs. Emergency Room. He spoke of the prescription program and preventive care. It was noted that New Fairfield will hold a Wellness Fair on October 16<sup>th</sup>.

**Town of New Fairfield Debt Policy**

Wes Marsh spoke of a policy that was adopted by the BOF to cap the amount of debt for the Town at \$48 million with a debt ratio maximum of 7.5%. Ed Sbordone noted that the current debt ratio is 4.11% but would go up to approximately 11% with the proposed building project or alternatively renovations to the schools. He noted that the current debt is approximately \$17 million and suggested that the debt policy be changed to raise the maximum allowable debt from \$48 million to \$160 million. He noted that State Statue allows for a maximum debt of seven times expenditures which in New Fairfield’s case would be approximately \$298 million. There was a discussion among the members of the BOF of the optimal number for the debt policy.

Cheryl Reedy made a motion to revise the Town of New Fairfield Debt Policy that was adopted on October 17, 2018 with the following changes:

1A. Reference to Connecticut General Statute

1C. Ratio of debt repayment of operating costs to 15% and maximum short- and long-term debt at no more than \$135 million. Anthony Yorio seconded the motion.

Jane Landers made a motion to amend the previous motion to include that the policy will be reviewed no less often than every year. Anthony Yorio seconded the motion.

**Vote to amend: 6-0-0 (Motion approved) Vote on motion as amended: 6-0-0 (Motion approved)**

### **Discuss proposed High School and Consolidated School building projects**

Wes Marsh noted that the BOF unanimously voted to bring the proposed school projects to a special Town Meeting that will be adjourned to a referendum. Anthony Yorio was unable to attend the special BOF meeting and thus unable to vote for bringing the proposed school projects to a Town Meeting. He noted that he would have voted in favor of it and strongly believes that the taxpayers should have the right to decide if they want this project. He further noted that whatever is decided by the taxpayers it is the role of the BOF to figure out how to pay for it. Tom Garben gave his observations of the project and a summary of the advantages of building new schools. He encouraged anyone with ideas to send them to the Board.

### **Budget surplus for fiscal year 2018-2019**

Wes Marsh spoke of the surplus policy and noted that 100% of the revenue surplus and up to 50% of the expenditure surplus goes to the General Fund. Ed Sbordone noted that the surplus is almost \$1.2 million.

### **BOE**

Director of Business and Operations Dr. Rich Sanzo spoke of the surplus and noted that the BOE voted at a recent meeting to request 100% of the BOE surplus from the BOF to be used for capital projects. He spoke of a capital plan for the Middle School and the desire to keep that building in good shape. Possible replacements needed for the Middle School would include a new roof, HVAC for the cafeteria and the removal of underground oil tanks.

Anthony Yorio made a motion to table the allocation of the operating surplus for the BOE pending a proposal for HVAC for the Middle School. Jane Landers seconded the motion.

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

### **Town**

First Selectman Pat Del Monaco discussed projects and uses for the surplus. Finance Director Ed Sbordone explained the personnel needs for the Finance Department.

Wes Marsh made a motion to approve the following Additional Appropriation (TOWN MEETING REQUIRED) in the amount of \$132,228.31 which represents 50% of the expenditure surplus.

Anthony Yorio seconded the motion. **Vote: 6-0-0 (Motion approved)**

**Budget Transfer (Town surplus)**

\$	Transfer From		\$	Transfer To	
\$132,228.31	2532-001	General Fund-Unreserved	\$106.53	304-3900-740	Fire Company Reserve (Operating Surplus)
			\$18,360.00	304-3900-740	Fire Company Reserve (Length of Service)
			\$21,860.00	4220-110	Fire Company-Length of Service
			\$15,000.00	301-4330-742-1	Bridge and Drainage-Columbia Drive Bridge
			\$10,700.00	301-4164-740-1	Business Mach & Equip-Wide Area Printer
			\$20,000.00	301-4340-7	Town Properties capital-PW Doors
			\$10,000.00	301-4192-7	Zoning Regulations Maintenance
			\$12,203.78	301-4120-740	Boat Dock Replacement Lock Box
			\$10,229.00	4150-230	Finance Salaries (P/T to F/T)
			\$12,064.00	4150-110	Finance Salaries (Temporary Part-Time Clerk)
			\$1,705.00	4160-220	Unclassified P&B-Social Security
<b>\$132,228.31</b>			<b>\$132,228.31</b>		

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

Wes Marsh and Cheryl Reedy will work together to write the next article for the Town Tribune. They will focus on giving information for the proposed school projects and specifically the tax impact and the difference between 20 year and 25 year bonding. They will encourage taxpayers to get information from informed sources instead of social media.

**School Safety and Security Committee-** None

**ONGOING UPDATES**

**Medical update-** No report

**Legal update-** The legal budget for last year had a balance of approximately \$39,000.

**Year to date expenses review-** The Board discussed expenses and specifically equipment contracts and the need to still hire an animal control employee.

**Current year revenue update-** The Sherman tuition revenue is higher than anticipated.

**Cap & Non-** There was a brief discussion of revaluation.

**Public Comment-** None

**Future agenda items**

The Board will discuss the BOE surplus, FEMA reimbursement for the May 15, 2018 storm, school building projects and the Town's investment policy at upcoming meetings.

**Board member comments**

Anthony Yorio thanked Pat Del Monaco and all the Town employees for all her hard work getting the FEMA reimbursement.

**Adjournment**

Wes Marsh made a motion to adjourn the meeting at 9:33 pm. Erin Badillo seconded the motion.

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