

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

MINUTES

Board of Finance Regular Meeting
Wednesday, February 19, 2020
7:30 PM
New Fairfield Community Room

Members present:

Wes Marsh, Chairman
Michael Cammarota
Tom Garben
Jane Landers
Cheryl Reedy
Anthony Yorio
Brian Shea, Alternate
Greg Williams, Alternate

Other Town Officials Present:

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

Call To Order Chairman Wes Marsh called the meeting to order at 7:51pm immediately following the special meeting of the BOF held at 7:00 pm.

Pledge of Allegiance

Appointments- None

Correspondence and Announcements- None

Public Comment- None

Addition to the Agenda

Wes Marsh made a motion to add agenda item #6A “Approval of Minutes of the January 29, 2020 audit subcommittee meeting”. Jane Landers seconded the motion. **Vote: 6-0-0 (Motion approved)**

Approval of Minutes

Wes Marsh made a motion to approve the minutes of the January 15, 2020 regular meeting as presented. Anthony Yorio seconded the motion. **Vote: 6-0-0 (Motion approved)**

Wes Marsh made a motion to approve the minutes of the January 29, 2020 audit subcommittee meeting as presented. Jane Landers seconded the motion. **Vote: 3-0-3 (Motion approved- Jane Landers, Tom Garben and Wes Marsh in favor, Michael Cammarota, Cheryl Reedy and Anthony Yorio abstained)**

Budget Transfers

Wes Marsh made a motion approve the following Inter-Departmental transfer in the amount of \$750.00. Jane Landers seconded the motion. **Vote: 6-0-0 (Motion approved)**

\$	Transfer From		\$	Transfer To	
\$750.00	4160-250	Unclass Payroll & Benefits unemployment	\$750.00	4194-110	Economic Development-Salaries
\$750.00			\$750.00		

Wes Marsh made a motion approve the following Inter-Departmental transfer in the amount of \$30,000.00. Anthony Yorio seconded the motion. **Vote: 6-0-0 (Motion approved)**

\$15,000.00	4160-260	Unclass Payroll & Benefits-Workers Comp	30,000.00	4310-112	Public Works-Town Engineer
\$5,000.00	4160-250	Unclass Payroll & Benefits unemployment			
\$5,000.00	4163-520	General Insurance-Property & Casulty			
\$5,000.00	4161-1-332	Professional Services-Legal Land			
\$30,000.00			\$30,000.00		

Boat Dock Invoice

Cheryl Reedy made a motion to approve the Boat Dock Invoice for advertisement in the Danbury News Times in the amount of \$200.40. Jane Landers seconded the motion. **Vote: 6-0-0 (Motion approved)**

High School/Consolidated School projects update

Anthony Yorio spoke of the building projects and noted that the Permanent Building Committee met and approved contracts for the architect and the OPM. An RFQ (Request for Qualifications) was approved for a construction manager. The BOS is working out the details of the possible acquisition of the property at 78 Gillotti Road. This will affect the site and design of the high school project.

There was a brief discussion of the design process for the Consolidated School project to make sure that the building is designed to allow for a combination of administrators with MHHS in the event of declining enrollment in the future.

Budget Planning for 2020-2021

Chairman Wes Marsh noted that the budget will be presented on Saturday, March 7 at 9:00 am. The BOE will present their budget at 9:00am and the BOS will present at 10:45 am. There was a brief discussion among the BOF members regarding the budget which specifically included discussion of medical plans, capital and nonrecurring and the percentage of the budget earmarked for debt service for the upcoming school building projects. It was noted that the budget binders will be available to the members the first week in March.

Audit Status 2018-2019

Wes Marsh noted that the audit subcommittee met on January 29th. Currently, the unassigned fund balance is at 17.95% (9.85 million) which exceeds the goal of 16%. It was noted that this is the highest that the unassigned balance has been in a long time. The tax collection rate is over 99% which is one of the highest in the State. It was also noted that the FEMA reimbursement for the May 15, 2018 storm was included in this audit. The audit was accepted by the audit subcommittee and will be presented by the auditor at the March 18th regular BOF meeting.

School Safety and Security Committee

Anthony Yorio noted that the Security Operations Center (SOC) has been installed. This is phase I of the three phase plan. He noted that the district was not given the SVVP grant so the committee will discuss other funding. It is possible that some of the cameras installed at the high school may be able to be repurposed.

There was a discussion of the need for a Director of Security and noted that the Superintendent of Schools included a Director of Security in her proposed budget but it was subsequently taken out by the BOE. Anthony Yorio noted that this will be discussed at the next School Safety and Security Committee meeting with the possibility of recommending putting a Director of Security back in the budget to the Board of Education. Mr. Yorio encouraged members of the three major boards to attend the School Safety and Security Committee meetings and noted that board members are invited to attend the executive sessions of the School Safety and Security Committee. The next meeting of the School Safety and Security Committee will be held on Wednesday, March 4th.

Board of Finance article for the Town Tribune- It was decided that Tom Garben will write the next article for the Town Tribune about the budget hearings on March 7th.

ONGOING UPDATES

Medical update- the Board reviewed the Medical update

Legal update- the Board reviewed the Legal update

Year to date expenses review- Finance Director Ed Sbordone spoke briefly about the new town software.

Current year revenue update- Finance Director Ed Sbordone spoke of revenue to date.

Cap & Non-There was a brief discussion of the fire apparatus .

Public Comment

Selectman Khris Hall spoke of the current tax abatement programs in town. She noted that she and Assistant Assessor Julie Blick will be available on Tuesday, February 25th from 11:45 to 12:30 at the Senior Center to answer questions regarding these programs.

Future Agenda items

The following will be discussed at meeting in the near future:

- Acquisition of 78 Gillotti Road

- Elderly Tax relief
- Budget
- Medical plan
- Audit presentation

Board member comments

Anthony Yorio congratulated Tom Garben on his appointment to full voting member.

Michael Cammarota noted that he was very pleased with the number of qualified people that came forward for the vacant positions on the Board.

Brian Shea encouraged everyone to attend the budget presentations on March 7th.

Adjournment

Anthony Yorio made a motion to adjourn the meeting at 9:06 pm. Wes Marsh seconded the motion.

Vote: 6-0-0 (Motion approved)