

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

MINUTES

Board of Finance Regular Meeting
Wednesday, February 17, 2021
7:30 PM
Virtual meeting via Zoom

Members present via Zoom

Wes Marsh, Chairman
Michael Cammarota
Jane Landers
Cheryl Reedy
Mark Werner, Alternate
Greg Williams, Alternate

Members present not present

Tom Garben
Anthony Yorio

Other Town Officials Present via Zoom

Ed Sbordone, Finance Director and Town Treasurer
Pat Del Monaco, First Selectman
Dr. Pat Cosentino, Superintendent of Schools
Dr. Rich Sanzo, BOE Director of Business and Operations

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

Quinton Flowers gave a brief overview of the rules and procedures for having a virtual meeting.

Pledge of Allegiance

Appointments- None

Addition to Agenda

Wes Marsh made a motion to add agenda item #7A “Discuss and possibly vote to hold a special meeting about Boat Dock Invoices.” Cheryl Reedy seconded the motion. **Vote: 4-0-0 (Motion approved)**

Correspondence and Announcements

Wes Marsh noted that BOF Alternate member Brian Shea has resigned from the Board. He noted that an alternate member will need to be appointed as a replacement. This alternate member can be of either party.

Wes Marsh read a letter from High School Guidance Counselor MaryAnn Smyth expressing her concerns with the possible elimination of school counselors at New Fairfield High School. Mr. Marsh clarified that the role of the Board of Finance with the Board of Education budget is strictly to allocate a bottom line budget amount but does not have line item control or control over any BOE positions. BOE

Director of Business and Operations Dr. Rich Sanzo will share this information with the Board of Education and the administration.

Wes Marsh read a letter from Lori Vengalli asking for a BOF member to help mentor a high school senior interested in Finance with his SEE project. BOF member Michael Cammarota volunteered to help this student.

Public Comment- None

Approval of Minutes

Cheryl Reedy made a motion to approve the minutes of the January 20, 2021 regular meeting as presented. Michael Cammarota seconded the motion. **Vote: 4-0-0 (Motion approved)**

Budget Transfers

Wes Marsh made a motion to make the following Inter-Departmental transfer in the amount of \$8,000.00. Cheryl Reedy seconded the motion. **Vote: 4-0-0 (Motion approved)**

\$	Transfer From		\$	Transfer To	
\$8,000.00	001-4160-0000-000/140.00	Unclassified P&B Salary Adjustments	\$6,000.00	001-4140-0000-000/110.00	Registrar of Voters Salaries
			\$2,000.00	001-4140-0000-000/610.00	Registrar of Voters-M&S
			\$8,000.00		

Wes Marsh made a motion to make the following Inter-Departmental transfer in the amount of \$75,000.00. Jane Landers seconded the motion. **Vote: 4-0-0 (Motion approved)**

\$	Transfer From		\$	Transfer To	
\$40,000.00	001-4210-000-000/110.00	Police-Salaries	\$75,000.00	001-4310-0000-000/112.01	Public Works-Town Engineer
\$35,000.00	001-4210-005-000/13.00	Police-SRO Overtime			
\$83,000.00			\$83,000.00		

Boat Dock Invoice special meeting

Wes Marsh spoke of the need to purchase equipment for anchors for the boat docks. Since this equipment is time sensitive, it was suggested that a special meeting be held to approve this invoice.

Wes Marsh made a motion to hold a special meeting on Monday, February 22, 2021 at 4:30pm to vote to approve an expenditure for the boat docks. Michael Cammarota seconded the motion.

Vote: 4-0-0 (Motion approved)

Discussion of Medical Plan for 2021/2022

Wes Marsh noted that Tom Kowalchik will present new information for the medical plan at the March 10, 2021 meeting.

Town Tribune article seeking candidate for BOF Alternate position

Cheryl Reedy made a motion to authorize Wes Marsh to spend up to \$75 to advertise for an alternate member for the Board of Finance. This candidate can be any registered New Fairfield taxpayer from either party. Jane Landers seconded the motion. **Vote: 4-0-0 (Motion approved)**

Fraud Policy Status

Wes Marsh noted that the Board of Selectmen will be having a workshop with the Fraud Policy subcommittee which includes BOF members Jane Landers and Anthony Yorio. Jane Landers spoke of a proposed draft of the Fraud Policy with changes suggested by Town Counsel.

Letter to Governor to amend executive order to allow for in-person voting on municipal budgets

Greg Williams spoke of a letter that he drafted to be sent to Governor Lamont asking that the Executive Order that barred taxpayers from voting at referendum for the municipal budget be rescinded. There was a brief discussion of the best way to approve the budget during the pandemic.

Jane Landers made a motion to approve a letter to send to Governor Lamont regarding Executive Orders 7I and 7HH with the following changes: “including modification to statutory time constraints to better facilitate absentee / mail in voting” and “It’s extremely important for taxpayers to have a say in how their taxpayer dollars are being spent, especially in these extraordinary times.” and signed by Chairman Wes Marsh and include names and party affiliation of all Board of Finance members. Michael Cammarota seconded the motion.

Vote: 4-0-0 (Motion approved)

Fiscal year 2021/2022 Budget planning

Wes Marsh reminded everyone that the BOS/BOE budgets will be presented to the BOF on Saturday, March 6th beginning at 9am. He noted that he participated in many of the BOS budget meetings and the BOE budget workshops.

There was a brief discussion of the difficulty of the budget for this year and the setting of the Mil Rate.

Discussion of Annual audit and Audit subcommittee meetings

Wes Marsh noted that the audit has been completed and there are no material deficiencies. He suggested that the auditor present this audit to the audit subcommittee who will in turn present it to the full Board of Finance.

Update on Pension and Bonding subcommittee

Mark Werner noted that he met with Superintendent of Schools Dr. Pat Cosentino, First Selectman Pat Del Monaco and BOE Director of Business and Operations Dr. Rich Sanzo about appointing representatives for this subcommittee. This will be discussed at the BOE meeting of February 18th.

Received by email 2/24/2021 at 10:50 a.m.
By: Holly Z. Smith, Asst. Town Clerk, New Fairfield

ONGOING UPDATES

Medical update- This will be discussed at the March 10th BOF meeting.

Legal update- There was a brief update from First Selectman Pat Del Monaco about the PURA case.

Year to date expenses review- The Board reviewed expenditures. Cheryl Reedy thanked Ed Sbordone for adding the percentage of expenses to the report.

Current year revenue update- Ed Sbordone noted that most of the January 2021 taxes have been collected. Revenue for real estate conveyance taxes are already over budget for the year. Interest income is not as high as budgeted.

Cap & Non- Ed Sbordone spoke of the encumbered amount for the Boat docks. It was also noted that the costs for the COVID vaccine clinic is less than expected which is due to the many volunteers in town.

Public Comment- None

Future Agenda items

- Budget Planning

Board Member Comments

Members of the Board of Finance thanked Brian Shea for all his hard work for his many years of service on the Board of Finance. They also encouraged taxpayers to get involved in the budget process.

Adjournment

Jane Landers made a motion to adjourn the meeting at 9:12 pm. Cheryl Reedy seconded the motion.

Vote: 4-0-0 (Motion approved)