

**Town of Haddam  
Board of Finance Meeting  
February 15, 2023  
Approved Minutes**

In attendance	Absent	Others in attendance
Centofanti (Chairman)	Wells	McGarry (First Selectman)
Rutty (Vice Chairman)	Baird	Harter (Finance Director)
Adelberg (Secretary)		Ricciardelli (Recording Secretary)
Bayley		
Debold		
Simko		
Lundgren & Pullman (Alternates)		

**Call to Order/Pledge of Allegiance:** Chairman Centofanti called the meeting to order at 6:30 pm.

**Seating of Alternates:** Simko made a motion seconded by DeBold to seat Pullman. No discussion. Motion carried unanimously.

**Approval of Minutes: February 15, 2023:** Rutty made a motion, seconded by Adelberg to approve the February 15, 2023, minutes. No discussion. Motion carried unanimously.

**February 22, 2023:** Rutty made a motion, seconded by DeBold to approve the February 22, 2023, minutes. No discussion. Lundgren & Simko Abstained. Motion carried.

**Public Communications:** Tax Collectors Report was reviewed.

**Finance Directors Report:**

a. **Quarterly forecast** (Attached as Schedule I)

b. **General fund budget transfers:** Rutty made a motion, seconded by DeBold to approve the intradepartmental transfers (2023-1) (Attached as Schedule II) as presented. Brief discussion. Motion carried unanimously.

**Selectman's Update:** (Attached as Schedule III)

**Old Business:** N/A

**New Business:**

a. **Haddam Center Sidewalk Replacement Project:** DeBold made a motion, seconded by Rutty to approve the Haddam Center Sidewalk Replacement Project, Resolution 2-23-1, (attached as Schedule IV) application approval and move to Town Meeting. There was a brief discussion. Motion carried unanimously.

**b. Discussion of the 2023-2024 Budget:**

Rutty made a motion seconded by DeBold to approve the Selectmen budget (010) in the amount \$179,947. There was a brief discussion. Bayley opposed. Simko abstained. Motion carried.

Rutty made a motion seconded by Adelberg to approve the Finance budget (011) in the amount of \$149,173. No discussion. Motion carried. Unanimously.

Simko made a motion seconded by Rutty to approve the Probate budget (015) in the amount of \$2,435. There was a brief discussion. Motion carried unanimously.

Simko made a motion seconded by Rutty to approve the Elections budget (020) in the amount of \$71,450. No discussion. Motion carried unanimously.

Rutty made a motion, seconded by Adelberg to approve the Board of Finance budget (025) in the amount of \$52,400. There was a brief discussion. Bayley opposed. Motion carried.

Rutty made a motion seconded by DeBold to approve the Assessor budget (030) in the amount of \$138,157. No discussion. Bayley opposed. Motion carried.

Rutty made a motion seconded by Adelberg to approve the Board of Assessment Appeals budget (035) in the amount of \$110. No discussion. Motion carried unanimously.

Rutty made a motion seconded by Simko to approve the Tax Collector budget (040) in the amount of \$104,575. There was a brief discussion. Bayley & Adelberg opposed. Motion carried.

Rutty made a motion seconded by Adelberg to approve the Town Counsel budget (050) in the amount of \$39,000. There was a brief discussion. Motion carried unanimously.

Rutty made a motion seconded by Adelberg to approve the Town Clerk budget (055) in the amount of \$131,019. No discussion. Bayley opposed. Motion carried.

Rutty made a motion seconded by Simko to approve the Planning & Zoning budget (070) in the amount of \$200. No discussion. Bayley opposed. Motion carried.

Rutty made a motion seconded by Adelberg to approve the ZBA budget (075) in the amount of \$110. There was a brief discussion. Bayley opposed. Motion carried.

Rutty made a motion seconded by DeBold to approve the Wetlands budget (085) in the amount of \$100. No discussion. Bayley opposed. Motion carried.

Adelberg made a motion seconded by Simko to approve the Central Services budget (090) in the amount of \$131,264. There was a brief discussion. Bayley opposed. Motion carried.

Rutty made a motion seconded by Adelberg to approve the EDC budget (120) in the amount of \$6,150. No discussion. Bayley opposed. Motion carried.

Adelberg made a motion seconded by Rutty to approve the Land Use budget (125) in the amount of \$331,042. There was a brief discussion. Bayley opposed. Motion carried.

Rutty made a motion seconded by Simko to approve the Conservation budget (130) in the amount of \$2,000. There was a brief discussion. Motion carried unanimously.

Rutty made a motion seconded by Adelberg to approve the Haddam Sustainability Committee budget (140) in the amount of \$1,500. There was a brief discussion. Motion carried unanimously.

Rutty made a motion seconded by Adelberg to approve the HVFD budget (200) in the amount of \$288,505. There was a brief discussion. Motion carried unanimously.

Rutty made a motion seconded by DeBold to approve the HNVFD budget (201) in the amount of \$90,650. There was a brief discussion. Motion carried unanimously.

Simko made a motion seconded by Rutty to approve the Police budget (205) in the amount of \$279,736. Brief discussion. Motion carried unanimously.

Rutty made a motion seconded by Adelberg to approve the Animal Control budget (215) in the amount of \$20,585. No discussion. Bayley opposed. Motion carried.

Rutty made a motion seconded by Simko to approve the Emergency Management budget (220) in the amount of \$13,725. There was a brief discussion. Bayley opposed. Motion carried.

Rutty made a motion seconded by Adelberg to approve the Fire Marshal budget (225) in the amount of \$25,683. There was a brief discussion. Bayley opposed. Motion carried.

Rutty made a motion seconded by Simko to approve the Dispatch Services budget (230) in the amount of \$128,107. There was a brief discussion. Motion carried unanimously.

**Public Comment:** N/A

**Adjournment:** Rutty made a motion to adjourn the meeting. No discussion. Motion carried unanimously. Meeting adjourned at 8:05 pm. Minutes taken by JoAnn Ricciardelli

## Memorandum

**To:** Members of the Board of Finance  
**From:** Ann J. Harter, Finance Director  
**Date:** February 10, 2023  
**Re:** Quarterly Financial Update for FY 2022-2023

Below is a forecast of the results for the Town's General Fund for the fiscal year ending June 30, 2023 and provides an overview of the budgeted revenues and expenditures.

### Revenues

PROJECTED STATUS OF REVENUES					
As of January 31, 2023					
	Budget	Received	% of Budget	Estimated	Estimated
	FY 2022-23	As of 1/31/23	Received	As of 6/30/23	Variance As of 6/30/23
Property taxes	32,111,537	29,314,476	91%	32,111,537	-
State of Connecticut	2,368,188	1,413,614	60%	2,616,000	247,812
Licenses, Fees & Permits	577,000	440,274	76%	607,000	30,000
Interest Income	20,000	219,011	1095%	300,000	280,000
Miscellaneous	50,000	54,150	108%	73,600	23,600
Grand Total Budget	35,126,725	31,441,524	90%	35,708,138	581,413

- As of 1/31/22, 90% of the total anticipated General Fund revenues have been received.
- Property Taxes: The rate of tax collection on the current levy is 90% which is the same when compared to January 2022's rate.
- State of Connecticut: The largest portion of this category is the Education Cost Sharing Grant (ECS) of \$2,368,188 which is expected to be \$2,368,269. Other unanticipated grants include Municipal Revenue Sharing and PILOTs are expected to generate a favorable variance.
- Licenses, Fees & Permits: Building Permits, Transfer Station Permits and Town Clerk Real Estate Conveyance Tax are trending as expected. A favorable variance is projected due to increased rental property from the former Rossi property.
- Interest Income: With the rise in interest rates, the town can expect to surpass the anticipated income by \$280,000.

- Miscellaneous: A favorable variance is expected with the surcharge on the sale of alcoholic beverages sold in fifty milliliters containers and the insurance credit from CIRMA.

## Expenditures

PROJECTED STATUS OF EXPENDITURES					
As of January 31, 2023					
	Budget	Expended	% of Budget	Estimated To	Estimated
FUNCTION	FY 2022-23	As of 1/31/23	Expended	Be Expended	Variance
				As of 6/30/23	As of 6/30/23
General Government	2,597,885	1,504,895	58%	2,556,485	41,400
Public Safety	1,042,103	358,513	34%	893,654	-
Public Works	2,471,005	1,257,480	51%	2,508,505	(37,500)
Health & Social Services	342,668	245,782	72%	342,668	-
Miscellaneous	535,393	410,538	77%	539,293	(3,900)
Capital Improvements	1,479,000	1,479,000	100%	1,479,000	-
Debt Service	1,271,490	469,295	37%	1,271,490	-
Total Town Budget	9,739,544	5,725,502	59%	9,591,095	-
Regional School District #17	25,387,181	15,598,001	61%	25,387,181	-
Grand Total Budget	35,126,725	21,323,503	61%	34,978,276	-

- As of 1/31/23, 61% of the total appropriated General Fund expenditures have been spent. Overall, most departments are trending on target.
- Attached is a report by department which highlights the departments that are trending higher than the straight line of 7 months of the fiscal year, or 58% or have other identified variances.

## February 15, 2023 - Board of Finance - Schedule II

[illegible]

## **BOS Meeting Selectman's Update 2023-02-13**

### **Projects**

- Rossi Property
  - RFPs issued for:
    - Licensed Environmental Professional. Issued 1/25. Open until 3/1
    - Site development. Issued 1/25. Open until 3/1
- Scovil Hoe – Initial remediation plan calls for remediation to be completed in Spring 2024.
- Swing Bridge –
  - Overnight closures scheduled for 2/20 – 3/3. Week nights only. Saturday and Sunday night closures may occur if week nights are lost. Decisions will be made each Thursday re weekend closures.
  - Bridge openings at 10 a.m. & 1:00 p.m. if required have resumed.
- Bridge Road Sidewalks – Nothing to report.
- Private Projects
  - 105 Bridge Road – Awaiting CT approval of septic plan. May start site work soon.
  - Cell Towers – FAA review completed favorably for the Tylerville tower.

### **Personnel**

- Interviews were completed for Social Services Director.

### **Other**

- Last week the BOS approved the proposed town government operating budget (not including the capital plan or school budget lines) and forwarded it to the Board of Finance. The Town Meeting on the budget is scheduled for May 17<sup>th</sup>, budget hearing May 3<sup>rd</sup>.

<b>Haddam BOF Meeting</b>		
<b>February 15, 2023</b>		
	Amount	
<b><u>Resolution 2-23-1</u></b>		
<b>Resolution to apply for <b>Transportation Rural Improvement Program (TRIP)</b> from the Lower CT River Council of Governments (though State Department of Transportation)</b>		
WHEREAS, grant monies are available to provide funding for sidewalk replacement along CT Route 154 for approx. 2,800 feet from the intersection of Jail Hill Rd to the UCONN Extension Center	\$ 818,000	Total
WHEREAS, the grant request is for \$783,000	783,000	Grant
WHEREAS, the Town will be responsible for the engineering costs for the project that will be completed by the Town engineer	35,000	Town
NOW, THEREFORE, BE IT RESOLVED that the Board of Finance of the Town of Haddam approves the submission of the grant application through the Lower CT River Council of Government for this project and with the engineering cost being funded from CNR unallocated for a project total of \$818,000. The Board of Finance also recommends that upon award of the grant, the project be sent to Town Meeting for approval.		