

**Town of Haddam
BOARD OF FINANCE
Regular Meeting
Town Office Building Annex
11 Jail Hill Road, Haddam 06438
Tuesday, August 22, 2017
APPROVED MINUTES**

In attendance: Chairman Joseph Centofanti Members: Marjorie DeBold, Christopher Alexy, David Kapitulik and Cheryl Haase Alternates: Robert McGarry, Joanne Nesti and David Challenger

Arrived Late: Vice Chairman Harlan Fredericksen

Not in Attendance: Finance Director, Barbara Bertrand

Staff in Attendance: Recording Secretary JoAnn Ricciardelli

- Call to Order/Pledge of Allegiance
Chairman Centofanti called the Meeting to order at 7:00 PM.
The Pledge of Allegiance was recited.
- Seating of Alternates: DeBold made a Motion to seat Nesti as an alternate until Frederickson arrived. Kapitulik seconded. No discussion. Approved unanimously.
- Approval of Minutes: Haase made a Motion to Approve the June 12, 2017 minutes. DeBold Seconded. No further discussion. Approved unanimously.
- Public Communications: None
- Public Comment:

Lundgren: made a comment regarding the budget the Governor is proposing and the possibility of a supplemental tax bill in January.

Baber: made a comment regarding the Capital Non-Recurring accounts being closed without his permission.

Schwing: Asked if the board was The Board of Finance?

- Finance Director's Report: The Finance Director was not in attendance. She provided the following report: Operating Budget Account Analysis:

Selectmen's

Selectman's Asst. wages are over due to a retirement with applicable pay out for accrued vacation and sick time.

Grants and programs line is over due to additional expense for personal property audits.

Mileage is due to various and additional meetings and conferences that were attended during the year.

Finance Dept.

Additional hours needed due to necessary work for the bond process for the Finance Director and Fin/Office Coordinator. The overage in Professional Dev. And mileage was due to the attendance to two seminars during the year by the Fin. Dir and Fin/Office Coordinator.

Election Wages

Election wages is over due to additional training that was mandated.

Assessor

Assessor's salary overage is due to pay out for retiring assessor.

Car Mileage - Additional mileage overage is due to more aggressive inspections.

Town Counsel –

Legal Counsel – Overage due to necessary counsel of FOI requests and other matters.

Labor Counsel - Negotiations

Central Services

Equipment – Due to new staff replacement additional equipment was necessary as well as added cost for outbuilding services.

Copy Machine Supplies – Printing of Senior Services booklet in house and additional financial documents necessary in the bonding process.

Insurance

CIGNA Health – Since we are self-insurance, additional expenses due to health issues that arose during the year. Our budget estimates are provided by our health insurance carrier's actuarial predictions due to past claim history.

Group Life Insurance – We are looking into getting quotes for Life Insurance premiums from different carriers. The current carrier has increased their pricing.

Land Use Office

ZEO/WEO – Due to maternity leave our ZEO was acting planner to cover necessary functions in the Planner's absence.

Professional Development - Additional training for ZEO for Tree Warden's certification and new dues for the building inspector in The American Institute of Architects.

Haddam VFD – I have email Scott Larson for an explanation of overages.

Fire Marshall – Equipment – Purchase of Laptop.

Public Works

Public Buildings – Telephone new equipment, internet costs and phone services were necessary. We are anticipating connecting to CEN this year which should lower our cost.

Snow & Ice Removal – Salt - Purchase of salt to replenish supply. Cost increased attributed to the overage.

Solid Waste Disposal –

Land Fill Monitoring – This account is over budget due monitoring all the wells at the transfer station. Last year the budget was underspent by \$5485.43. This is weather driven, last year the weather was dry which required less monitoring. This year was a very wet season which required more monitoring.

Recycling is over due to more recycling and our MSW is underspent because of the recycling effort.

Maintenance of Site – This is over due to an in depth study that was conducted for the Transfer Station through the Lower Ct. Valley River COG.

Senior Services –

Both the Municipal Agent and the Sr. Ctr. Director had needed additional hours to accommodate the elderly in town along with additional training. The overage in mileage was due to the additional training required.

Transportation for the elderly – Maintenance that was necessary for the senior bus.

- Old Business: 2018 Budget: The Town of Haddam may lose 2.2 Million dollars of funding from the state. There was discussion regarding different scenarios. There will be a letter written with the First Selectman of Killingworth to the Superintendent of RSD17. There needs to be a meeting with the Board of Education to discuss and formalize a plan for the budget cuts.
- New Business: DECD Brownfield Grant for 11 Candlewood Road (Scovil Hoe Property) There was a brief discussion regarding the grant and the town's responsibilities. Haase made a Motion to approved the DECD Brownfield Grant Resolution as worded to go to Town Meeting with the correction to "Candlewood" Frederickson seconded. No further discussion. Approved unanimously.
- Selectman's Update: Tylerville Water: waiting on the Bonding Committee.

The new EDC Coordinator has been meeting with the Tylerville businesses and the Higganum Center businesses.

The Valley Rail Road now goes up to Horton Road and they are paying for everything.

Public Comment:

Schwing asked a question: Is there a strategy for the Board of Finance with the State's budget? We are waiting for the governor to release actual numbers so we can have a strategy. We will begin speaking with the Board of Education, seeing what we can cut internally and go from there.

- Adjournment: Fredericksen made a Motion to Adjourn. Kapitulik seconded. The Motion was approved unanimously.

The Meeting was adjourned at 8:16 pm PM
Minutes taken by JoAnn Ricciardelli