

**Town of Haddam
BOARD OF FINANCE
Regular Meeting
Joint Meeting with Board of Selectmen
Town Office Building Annex
11 Jail Hill Road, Haddam 06438
Monday, December 11, 2017
APPROVED MINUTES**

In attendance: Chairman Joseph Centofanti Members: Harlan Fredericksen, David Kapitulik, Cheryl Haase, and Mark Lundgren Alternates: Joanne Nesti, Bob McGarry and David Challenger Board of Selectmen: Lizz Milardo, Larry Maggi and Melissa Schlag.

Not in attendance: Christopher Alexy

Staff in Attendance: Finance Director, Barbara Bertrand and 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: Fredericksen made a Motion to seat Bob McGarry. Kapitulik seconded. No discussion. Approved unanimously.
- Elections of Chairman, Vice Chairman and Secretary:
 - Fredericksen made a motion to nominate Joseph Centofanti as Chairman of Board. Haase seconded. Approved unanimously.
 - Kapitulik made a motion to nominate Harlan Fredericksen as Vice Chairman of Board. Haase seconded. Approved unanimously.
 - Fredericksen made a motion to nominate Cheryl Haase as Secretary of Board. Kapitulik seconded. Approved unanimously.
- Meeting Schedule for 2018: There was discussion on the nights available to meet. It was decided that the 3rd Monday of the month is when the Regular Board of Finance Meetings will be scheduled for the upcoming year. The budget meeting schedule was also discussed. A draft of the schedule will be prepared and sent to members for review and comment before finalizing and publishing.
- Approval of Minutes: Fredericksen made a Motion to Approve the November 13, 2017 minutes. Kapitulik Seconded. No discussion. Lundgren abstained. Approved unanimously.
- Communications to the Board of Finance: Tax Collector monthly collection report was provided to the Board.
- Public Comment: None

- Finance Director's Report: The Finance Director reported that the Town received one (1) ECS payment. It was determined by the Board that the amount of the payment will be added to the scheduled January payment to offset the amounts that were agreed that were not paid to the Region in the previous months. There was discussion regarding the payments to RSD17.
- Selectman's Report: Milardo stated that the 3rd Annual Holiday Open House will take place at the Town Office Building on December 14, 2017 from 5:00pm – 6:30pm.
- Selectman's Request: After a discussion by First Selectman Milardo, a motion was made by Fredericksen, seconded by Haase and passed unanimously to establish a line in the CNR fund to appropriate \$88,800 for a Wheeled Excavator Truck to be funded by repurposing/transferring the remaining balances in the CNR fund, 1978 Loader, \$69,612, Replaced Dump Truck \$1,027, Sweeper BRM-Loader \$16,000 and a transfer from the Operating Budget line, Minor Equip. and Repair the remaining balance of \$2,161 to CNR Wheeled Excavator Truck line.
- Old Business: 2018 Budget: The current status of the 2018 budget vs the state funded amounts was discussed. There are holdback amounts for certain grants, mostly significantly ECS, that impacts our projected revenue shortfall. Possibility of additional hold back later in the spring when the state starts projecting income tax revenues. The total net impact for the Town is \$291,000.00. The budget still needs constant monitoring of the revenue status and our expenditures as there are still many unknowns. This may also impact the discussions of the '18-'19 budget.
- New Business: 2018-2019 Budget Strategy,
 - Revenue side. There has been a grand list growth this year. The most significant is the Eversource improvements were about 30 million. This will result in approximately 1 million dollars of additional tax revenue
 - The Assessor has also performed personal property audits on the all gas stations. This should result in approximately \$80,000.00 in additional taxes.
 - The Building fee increases going forward. Too early to forecast impact. We also need to look at other fees such as the Transfer Station fees especially bulky waste. Current discussion is to have to have two (2) different permits for July 1, 2018.
 - There are certain programs that the State will no longer be funding that the Town will need to fund. There's about \$10,000.00 in the Rental Rebate program and the elderly and disabled tax credit grants which total approximately \$40,000.
 - Other expenditure side, we need to look at the recommendations from the Ambulance operation study on way to reduce the cost, including regionalization.

- We are spending significantly more money than other towns. We are covering a lot of the mutual aid from the other towns.
- The town joined CREC Marketplace to save money on all office supplies. We are going to try to transition to getting the budget out electronically as well as in hard copy. This would be a tremendous saving in the future on labor and paper.
- The Boards agreed that the goal would be to not have any increase in the mil rate for the 2018-2019 budget. There was discussion regarding the Board of Education cuts and space utilization within RSD17.
- Public Comment: Schwing made a comment regarding the upcoming budget documents. He also made a comment regarding the Consent Order with DPH.
- Adjournment: Fredericksen made a Motion to Adjourn. Haase seconded. The Motion was approved unanimously.

The Meeting was adjourned at 8:21 pm
Minutes taken by JoAnn Ricciardelli