

**Town of Haddam  
BOARD OF FINANCE  
Regular Meeting  
Town Office Building Annex  
Monday, April 11, 2016  
MINUTES  
*Approved as Printed at the May 9, 2016 Regular Meeting***

In attendance: Chairman Joseph Centofanti and Vice Chairman Harlan Fredericksen; Members: Chris Alexy, Marjorie DeBold, Cheryl Haase, and David Kapitulik; Alternates Robert McGarry and Joanne Nesti

Not in Attendance: Alternate James Bucko

Staff in Attendance: Haddam Finance Director Barbara Bertrand and Barbara Galloway, Recording Secretary

Also present was First Selectman Lizz Milardo.

1. Call to Order/Pledge of Allegiance  
Chairman Centofanti called the Meeting to order at 6:30 PM. *The Pledge of Allegiance* was recited.
2. Seating of Alternates [as necessary]  
All of the Regular Members were present and no Alternates were seated.
3. Approval of the March 7, 21, and 28, 2016 Budget Meetings and March 14, 2016 Regular Meeting Minutes  
**Ms. Haase made the Motions seconded by Vice Chairman Fredericksen to approve as printed the Minutes from the March 7, 21, and 28, 2016 Budget Meetings and the March 14, 2016 Regular Meeting. The Motion was approved unanimously.**
4. Public Communications:
  - a. Communications to the Board of Finance  
Chairman Centofanti informed the Board that the Tax Collector's monthly report for March 2016, reflected a to-date 99% collection rate, which is on target with the collection plan the Board had approved for this fiscal year.
  - b. Public Input/Comments  
There was no public comment.
5. 2016-2017 Town Budget – Discussion with Department representatives
  - a. Capital Planning Committee  
Jack Calhoun, Jack Murphy, and Joanne Nesti, some of the members of the Capital Plan Committee, spoke to the Board about their proposed Capital Improvement Plan budget. As part of this discussion, representatives of the Haddam Fire Departments answered questions about funding they had requested in the new Capital Plan. The fire representatives explained that several times in past years, the fire and other agencies had been asked by the Town several occasions to postpone scheduled Capital Plan orders/purchases of emergency and service vehicles and equipment. They stated that this "pushing back" practice has now made the purchase of some of their equipment critically important, since many of these items have a limited quality life span and must be replaced on a timely basis for efficiency and the safety of the public and Town and agency employees.  
  
Mr. Kapitulik noted that the Capital Plan for the next few years appears to include smaller "more reasonable" funding request amounts, but he is concerned that the required purchases that have been postponed repeatedly for years are piling up and the Town should be budgeting for them starting with this new budget year and continuing gradually over the next few years instead of waiting until 2020 and beyond to fund the lines when it appears that the annual Capital Plan budget will require uncomfortably large sums of

money all at once. It was noted that because of the long term continual postponement of some of this purchasing, there is currently equipment in use that is already very old and at or nearly at the end of its quality service life and that the longer the Town waits to plan for/make these purchases, the more costly the equipment will be. The Board agreed that the original cost estimates given for the vehicles and large equipment when they were first requested in the Capital budget years ago have now increased substantially and will cost the Town more in funding in future years.

b. *Haddam Volunteer Fire Departments*

Scott Larson, President of the Haddam Volunteer Fire Department, Sam Baber, Chief of the Haddam Volunteer Fire Company, and Robert McGarry, Chief of the Haddam Neck Volunteer Fire Department were present and to discussed the fire departments' budget requests.

c. *Haddam Park & Recreation*

William Bowles, a member of the Haddam Park & Recreation Commission, was present. He spoke to the Board about the agency's requested 2016-2017 budget and the agency's request to the Capital Improvement Committee. He mentioned that the commission discussed transferring funding from the field development line to be used for the Brickyard field irrigation system project.

6. Finance Director's Report

Ms. Bertrand reviewed the expenditures, revenues and Capital Plan expenditures reports and noted overspent lines and the reasons behind these nearly overspent and overspent lines.

7. Selectmen's Requests

Ms. Bertrand distributed an Expenditures report dated 3/4/2016 for the Road Fund budget, showing the balances in the four related lines. First Selectmen Milardo reported that the first part of the McTigh Road project is nearly ready to go out to bid. She made a request for the Board to approve the transfer of \$200,000 in funding within the Road Fund budget from the Road Fund line to the McTigh Road Project line in order to ensure that there will be sufficient funding in the latter line's account prior to the work going out to bid. She noted that at its next meeting, the Board of Selectmen is scheduled to discuss and vote to call a town meeting in June to approve putting out to bid the first part of the McTigh Road project. Following the Board of Selectmen's meeting, it is her intention to come before this Board at its Regular Meeting in May to get the Board's recommendation for the Board of Selectmen to call the town meeting for that purpose. She is hoping to be able to report to the Board of Selectmen at its upcoming meeting that the McTigh Road Project line has funding reserved specifically for this portion of the project and that the planned bidding can go forward early this summer following anticipated town meeting approval.

**Vice Chairman Fredericksen made the Motion seconded by Ms. DeBold within the Road Fund budget to transfer \$200,000 from the Road Fund line #12-30-341-67-34100 to the McTigh Road Project line # 12-30-341-67-34102. The Motion was approved unanimously.**

8. Selectmen's Report

First Selectman Milardo talked about the over spent Legal lines and explained the cause of some of the expense for legal advice and opinion. She suggested options for adding funding to the Legal line to address the multiple FOI requests the Town has to-date received and could possibly continue to receive as well as for other legal issues. She said that she may have to transfer funds from another legal budget line or come back to the Board for additional funding in the Legal line as the fiscal year continues.

9. Appointment of auditors for FY 2016

**Vice Chairman Fredericksen made the Motion seconded by Ms. DeBold to appoint the auditing firm, Blum Shapiro, to serve as the Town's auditor for another year. The Motion was approved unanimously.**

10. Old Business

There was no Old Business introduced or discussed.

11. New Business

Vice Chairman Fredericksen informed the Board that the Charter Revision Committee has now been appointed and he is a member of this committee. The committee's first organizational meeting is scheduled for April 26<sup>th</sup> at 7 PM at the Annex after which he will be reporting any new information to the Board. Vice Chairman Fredericksen said that the proposed revised *Town of Haddam Charter* must by Statute be completed and ready for town review and approval within the next twelve months. There will be Charter Revision public hearings and public meetings updating information during that time period. The committee is requesting Town boards and commissions and individuals provide it their suggestions for additions, adjustments and amendments to the current *Town of Haddam Charter*. This Board will discuss the Charter Revision Recommendations at its next meeting.

12. 2016-2017 Town Budget - Review and approval of department budgets

There were no 2016-2017 department/agency proposed budgets voted on at this Meeting.

13. Public Comment

Melissa Schlag made comments regarding the earlier discussion regarding legal expenses and informed the Board of the apparent use of the Town's tax exempt number in connection with some local bank accounts that are unrelated to Town business. She noted that the compactor for the Transfer Station, which had been approved the previous year, had not been included on the proposed Capital Improvement Plan. Ms. Nesti said that she would investigate that missing line. Ms. Schlag also asked about the status of the 501(c)3 applications for both of the fire departments. Both department representatives commented that they are now recognized as having 501(c)3 status.

14. Adjournment

**Vice Chairman Fredericksen made the Motion seconded by Mr. Alexy to adjourn the Meeting. The Motion was approved unanimously. The Meeting was adjourned at 9:45 PM.**

Respectfully submitted,  
Barbara D. Galloway  
Recording Secretary