

**Town of Haddam
Board of Finance Meeting
December 13, 2023
Approved Minutes**

In attendance	Absent	Others in attendance
Centofanti (Chairman)	Simko	McGarry (First Selectman)
Rutty (Vice Chairman)		Anderson (Selectwoman)
Adelberg (Secretary)		Baird (Selectman)
Carrow		Harter (Finance Director)
Conrad		Ricciardelli (Recording Secretary)
Wells		
Thompson, Lundgren & Pullman (Alternates)		

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

Seating of Alternates: Wells made a motion seconded by Rutty to seat Pullman. No discussion. Motion carried unanimously.

Election of Officers: Rutty made a motion seconded by Adelberg to nominate Centofanti as Chairman. No discussion. Motion carried unanimously. Centofanti nominated Rutty and Adelberg for Vice Chairman and Secretary. Seconded by Wells. No discussion. Motion carried unanimously.

Approval of Minutes: Rutty made a motion, seconded by Pullman to approve the October 18, 2023 minutes. No discussion. Motion carried unanimously.

Public Communications:

a. **Communication to the Board of Finance:** N/A

b. **Public Comment:** N/A

Tax Collectors Report: The Tax Collectors report was reviewed.

Finance Directors Report:

a. **Report: (Attached as Schedule I)**

Selectman's Update: (Attached as schedule II)

Old Business:

a. **Resolution to approve Community Challenge grant:** Rutty made a motion seconded by Conrad to approve the resolution re: Community Challenge Grant 2024-3. No Discussion. Motion carried unanimously.

New Business:

a. **Resolution to approve Brownfield grant (Higganum Center):** Rutty made a motion seconded by Carrow to approve Resolution 2024-4. No discussion. Motion carried unanimously.

*****Resolutions attached as Schedule III*****

- b. **Resolution to approve appropriation for Senior Center Van:** Rutty made a motion seconded by Conrad to approve the Transfer Request 2024-3 in the amount of \$85,000 for the purchase of the Senior Van. No discussion. Motion carried unanimously.
- c. **Resolution to approve appropriation for Haddam Neck Fire Dept roof:** Rutty made a motion seconded by Pullman to approve the Transfer Request 2024-3 in the amount of \$30,000 for the replacement of the roof at Haddam Neck Volunteer Fire Department. Brief discussion. Motion carried unanimously.

*****Budget Transfer Request Forms Attached as Schedule IV*****

- d. **Board of Finance Schedule for calendar year 2024:** Rutty made a motion seconded by Wells to approve the 2024 Board of Finance Schedule as presented. No discussion. Motion carried unanimously.

Joint BOF & BOS Discussion 2024 – 2025 budget: There was a discussion regarding the 2024-2025 budget.

Public Comment: N/A

Adjournment: Rutty made a motion seconded by Wells to adjourn the meeting. No discussion. Motion carried unanimously. Meeting adjourned at 7:00 pm. Minutes taken by JoAnn Ricciardelli

December 13, 2023 - Board of Finance - Schedule I

Finance Director's Report					
As of November 30, 2023					
ACCOUNTS OVER BUDGET BY \$3000 (1)					
		Account	Month		
	Account Number	Description	Occurred	Budget Variance	Explanation
General Fund					
	Revenue accounts				
	Total	Tax Collections		(14,793,991.29)	Net Tax Collections rec'd 56% of estimate
	Total	State of Connecticut		(1,838,871.74)	ESC arrives Jan and April
	Total	Licenses, Fees, & Permits		(308,294.85)	Rec'd 49% of estimate
	Total	Interest Income		57,593.39	Variable interest rates from 2.48% to 5.44%
	Total	Miscellaneous		(22,124.72)	Rec'd 53% of estimate
	Expenditure accounts over budget				
	01-30-310-33-31013	WELL MONITORING	November	(5,025.00)	Increase in the amount of wells tested
	DEPARTMENTS OVER BUDGET				
	N/A				
Capital Nonrecurring					
	Expenditure accounts				
Haddam Neck VFD	17-20-201-06-20101	TRUCK BAY FLOOR	August	(1,500.00)	Awaiting for approval at Town Meeting
(1) Per Section 9.4 c 2 - Transfers within agencies of amounts exceeding \$3,000.00 shall require Board of Finance approval.					

December 13, 2023 - Board of Finance - Schedule II
BOS Meeting Selectman's Update 2023-12-11

Projects

- Rossi Property
 - Executive Session
- Scovil Hoe
 - Initial submission made for building permit.
- HES
 - Executive Session
- Swing Bridge
 - This will be a tough year for our Tylerville businesses. Please patronize them.
 - Signalized 1-way traffic went into effect 12/1. Some bumps but generally moving OK.
 - There may be 2 63-hr closures this winter. Possibly 1 in late Dec.; 1 in Jan.
- Tylerville Water – No report
- Higganum Cove – Overlook completed
- Private Projects
 - Cell Towers – Homeland Towers has submitted the application for the Haddam Neck tower site to PURA for approval.

Personnel

- Chris Corsa & I completed the 12-hour Local Traffic Authority training. This was required by the last legislative session.
- Other items will be discussed under New Business

Other

- Town meeting for Injun Hollow Road renaming tomorrow, 12/12, HNFD, 7:00 p.m.

December 13, 2023 - Board of Finance - Schedule III

Haddam BOF Meeting				
December 13, 2023				
<u>Resolution 2024-3</u>				
Resolution to approve the grant application and a project appropriation of \$4,928,000 for the CT Communities Challenge Grant Program Round 3 from the State Department of Economic and Community Development Office				
WHEREAS, State grant monies are available to provide funding for projects that improve livability, vibrancy, convenience and appeal in communities as well as create jobs.				
WHEREAS, the proposed project would be the development of senior housing and a senior center at the HES property, a generator for the building and new sidewalks to connect the HES building to Higganum Center				
WHEREAS, the project includes the following components which require appropriation by the Town:				
Affordable Senior Housing		\$ 3,750,000		
Senior Center		850,000		
Sidewalk to Depot Road		178,000		
Generator		150,000		
Totals		\$ 4,928,000		
<u>Funding</u>				
Community Challenge grant		4,550,000		
Town match - CNR unallocated		378,000 *		
Total		4,928,000		
*Anticipated \$250,000 will be realized from sale of senior center.				
The project also included a developer contribution of \$3,000,000.				
NOW, THEREFORE, BE IT RESOLVED that the Board of Finance of the Town of Haddam approves the submission of the grant application through the State Department of Economic and Community Development for this project and the related funding sources for the local match. The Board of Finance also approves that upon award of the grant, the project authorization of \$4,928,000 be sent to Town Meeting for approval.				

Haddam BOF Meeting				
December 13, 2023				
<u>Resolution 2024-4</u>				
Resolution to approve the grant application and a project appropriation of \$1,500,000 for the State Department of Economic and Community Development Brownfield Grant for remediation of the former Rossi property.				
WHEREAS, State grant monies are available to provide funding for projects that improve livability, vibrancy, convenience and appeal in communities as well as create jobs.				
WHEREAS, the proposed project would be the remediation of the former Rossi property to allow development of the property				
WHEREAS, the project includes the following components which require appropriation by the Town:				
Remediation of site		\$ 1,500,000		
Funding by DECD		\$ 1,500,000		
The project also included a developer contribution of \$3,000,000.				
NOW, THEREFORE, BE IT RESOLVED that the Board of Finance of the Town of Haddam approves the submission of the grant application through the State Department of Economic and Community Development for this project and the Board of Finance also approves that upon award of the grant, the project authorization of \$1,500,000 be sent to Town Meeting for approval.				

December 13, 2023 - Board of Finance - Schedule IV

TOWN OF HADDAM							
2023-24 BUDGET TRANSFER REQUEST FORM							
DATE	12/13/2023		Type of Transfer	ARPA & Capital Projects (CNR)	REQUEST NUMBER		2024-3
DESCRIPTION OF TRANSFER REQUEST (CAUSE)							
Create new line items - transfer from unallocated							
TRANSFER TO				TRANSFER FROM/FUNDING SOURCE			
ACCOUNT NAME	ACCOUNT NUMBER	Department Name	AMOUNT	ACCOUNT NAME	ACCOUNT NUMBER	Department Name	AMOUNT
SENIOR VAN (ARPA)	14-30-300-82-30002 (NEW)	N/A	85,000.00	UNALLOCATED	14-90-999-00-10000	N/A	85,000.00
HADDAM NECK FD ROOF REPLACEMENT	17-20-201-23-20101 (NEW)	N/A	30,000.00	UNALLOCATED	17-90-999-00-10000	N/A	30,000.00
			115,000.00				115,000.00
APPROVED BY	DATE						
BOARD OF SELECTMAN	N/A						
BOARD OF FINANCE							
TOWN MEETING REQUIRED?	YES						
If yes- Reason Town meeting is required	Capital						
TOWN MEETING	PASSED		FAILED	DATE			
RESOLUTIONS:							
Haddam Board of Finance approves the transfer totaling \$85,000 from ARPA - Unallocated for the purchase a Senior Van and recommends the resolution be sent to Town Meeting for approval.							
Haddam Board of Finance approves the transfer totaling \$30,000 from CNR - Unallocated for the replacement of the roof at the Haddam Neck Volunteer Fire Department and recommends the resolution be sent to Town Meeting for approval.							