

**Town of Haddam**  
**Board of Finance Joint Meeting with Board of Selectmen**  
**April 19, 2021**  
**Approved Minutes**

In attendance	Absent	Others in attendance
Centofanti (Chairman)	Wells, (alternate)	McGarry (First Selectman)
Rutty (Vice Chairman)		Anderson (Selectman)
Challenger (Secretary)		Moriarty (Selectman)
Adelberg		Harter (Finance Director)
Brookes		Ricciardelli (Recording Secretary)
Olsen		
Teran		
Baird & Lundgren (Alternates)		

**Call to Order/Pledge of Allegiance**

Chairman Centofanti called the meeting to order at 6:31 pm via GoToMeeting. The Pledge of Allegiance was recited.

**Seating of Alternates:** Challenger made a motion, seconded by Adelberg to seat Baird for Teran. No discussion. Motion carried unanimously.

**Approval of Minutes:** March 15, 2021: Challenger made a motion, seconded by Teran. Brief discussion. Motion carried unanimously.

**Communications to BOF:** N/A

**Public Comments:** N/A

**Finance Director's Report:** Attached as Schedule 1.

**Old Business:** N/A

**New Business:** Review and discussions of the 2021-2022 Budget:

The Board reviewed budget requests for the following departments. See table below for details.

Line #	Department	Amount	Motion	Second	Passed/Tabled
095	Insurance	\$521,984	Challenger	Adelberg	Passed
231	Dispatch Services	\$120,791	Teran	Rutty	Passed
300	Public Works	\$1,172,146	Adelberg	Rutty	Passed
325	Waste Management	\$386,630	Challenger	Rutty	Passed
	Contractual Services & Middlesex	\$148,346	Challenger	Teran	Passed
150	Contingency	\$130,000	Challenger	Adelberg	Passed
	Salary Adjustments *		Challenger	Teran	Passed

\*Attached as Schedule 2

**Joint BOF & BOS discussion on 2022 Capital Budget:** There was discussion on the 2022 Capital Budget.

**Public comment:** N/A

**Adjournment:** Challenger made a motion seconded by Adelberg to adjourn the meeting. Meeting adjourned at 8:10 pm. Minutes taken by JoAnn Ricciardelli

# Board of Finance - April 19, 2021 - Schedule 1

<b>ONLY ACCOUNTS OVER \$1000</b>	<b>Finance Director's Report</b>					
	<b>March 31, 2021</b>					
	<b>Account Number</b>	<b>Account Description</b>	<b>Month Occurred</b>	<b>Amount/ Budget Variance</b>	<b>Explanation</b>	
	<u>General Fund</u>					
	<u>Revenue accounts</u>					
Tax Collections	Total	PROPERTY TAXES-NET		156,248.00	Net Tax Collections	
Governmental Grants	01-20-201-01	ECS		(1,009,506.00)	Balance of ECS due in April	
Charge for Services	01-30-304-01	TRANSFER STATION PERMITS		(31,175.00)	June sales	
Charge for Services	01-30-306-01	BUILDING AND LAND USE PERMITS		(25,832.56)	Spring may have increased activity	
Charge for Services	01-30-323-01/324-01 Net	TOWN CLERK FEES		(2,306.00)	Decrease in activity	
Charge for Services	01-30-325-01	DOG LICENSE FEES		(2,313.00)	June sales	
Interest Income	01-40-401-01	INTEREST INCOME		(27,247.37)	Interest rates are less than anticipated	
Miscellaneous	Total	MISC, PHOTOCOPIES, OTHER, ST TROOPER		(30,448.38)	Decrease in activity	
	<u>Expenditure accounts</u>					
Selectmen	01-10-010-14-01013	COVERAGE PT SALARIES	January	(2,292.53)	Covid 19 related - extra cleaning	
Selectmen	01-10-010-81-01005	DUES & MEMBERSHIP	August	(1,984.00)	Unbudgeted membership - will not be renewed	
Elections	01-10-020-12-02000	ROV ELECTION WAGES	February	(3,943.19)	Covid 19 related	
Elections	01-10-020-54-02008	ELECTION SUPPLIES	October	(1,264.57)	Covid 19 related	
Town Clerk	01-10-055-89-05507	ELECTION EXPENSES	October	(3,038.89)	Covid 19 related	
Insurance & Benefits	01-10-095-52-09503	LIABILITY INSURANCE	March	(6,136.00)	Renewal included up to date vehicles and equipment	
HNVPD	01-20-201-54-20111	BUILDING & PROPERTY	March	(1,039.11)	\$6k repairs - overhead door openers, interior lighting	
HNVPD	01-20-201-66-20109	TRUCK MAINTENANCE	February	(1,130.14)	Emergency repairs	
Emergency Management	01-20-220-59-22001	COMMUNICATIONS / DEMHS	February	(2,605.05)	Covid 19 related - Everbridge	
Public Buildings	01-30-310-36-31007	H2O RENTAL/ALARM MAINT	January	(2,553.49)	Inspection of fire alarms in mutiple locations	
Waste Management	01-30-335-63-33507	RECYCLING	February	(1,126.00)	Increase fees	
Waste Management	01-30-335-63-33509	BRUSH DISPOSAL	September	(2,964.00)	Tropical Storm Isaias	
Waste Management	01-30-335-66-33501	MAINTENANCE OF SITE	January	(10,614.08)	Compactor motor replacement, repairs to Roll on truck	
Social Services	01-40-400-14-40007	ASSISTANT/SEASONAL SALARIES	February	(2,197.00)	Covid 19 related	
<b>DEPARTMENTS OVER BUDGET</b>						
Dispatch Services	01-20-230-36-23000	VALLEY SHORE EMERGENCY	March	(2,714.79)	Quarterly payments equal to \$120,791 vs \$118,000	
Wells & Filters	01-40-420-36-42000	WATER POLLUTION CONTROL & M	March	(246.40)	Additional service required	
	<u>Capital Nonrecurring</u>					
Public Works	17-30-300-74-30011	Scovil Reservoir Dam		(35,423.05)	Overage to finish project	
Public Works	17-30-300-95-30030	20-22B Freightliner 1145D		(17,385.76)	Net truck acquisition has surplus	
<b>Per Section 9.4 c 2 - Transfers within agencies of amounts exceeding \$3,000.00 shall require Board of Finance approval.</b>						

## Salaries Schedule and Related Department Budget Changes

### Fiscal Year 2021-2022

		<b>Total</b>	<b>Salary</b>	<b>Salary</b>		<b>Revised</b>	
		<b>Budget as</b>	<b>Recalculation</b>	<b>Department</b>		<b>Department</b>	
<b>Department</b>		<b>Approved</b>	<b>Adjustment</b>	<b>Change</b>		<b>Total</b>	
010 Selectmen		172,105	2,664	(10,000)		164,769	
011-Finance Department		143,602	(2,493)	-		141,109	
020 Elections		48,141	5,092	-		53,233	
030 Assessor		133,058	8			133,066	
040 Tax Collector		68,050	-			68,050	
055 Town Clerk		114,900	1,232			116,132	
125 Land Use		284,571	12			284,583	
215 Animal Control		20,150	8			20,158	
225 Fire Marshall		21,969	8			21,977	
300 Public Works		1,143,523	623	(7,000)		1,137,146	
<b><u>310 Public Buildings and Property</u></b>							
Salaries		423,367	-			423,367	
Custodial salary (PT)			2,700	10,000		12,700	
Total		423,367	2,700	10,000		436,067	
<b><u>335 Waste Disposal</u></b>							
Salaries		62,629	1			62,630	
Overtime				7,000		7,000	
Total 335 Waste Disposal		62,629	1	7,000		69,630	
400 Social and Senior Services		140,196	(8,005)	-		132,191	
Net Change			1,850				