

**Town of Haddam**  
**BOARD OF FINANCE- JOINT MEETING WITH**  
**BOARD OF SELECTMEN**  
**December 16, 2019**  
**UNAPPROVED MINUTES**

In attendance	Absent	Others in attendance
Centofanti	Teran	Anderson & Moriarty (Selectmen)
Fredericksen	Klimaszewski	Bertrand – Finance Director
Challenger		Ricciardelli, Recording Clerk
Rutty		
Adelberg		
Aithal(Alternate) Baird (alternate) Brookes (alternate)		

**Call to Order/Pledge of Allegiance**

Chairman Centofanti called the meeting to order at 6:30 pm

The Pledge of Allegiance was recited.

**Seating of Alternates:** Challenger made a motion, seconded by Fredericksen to seat Aithal and Baird. No discussion. Approved unanimously.

**Elections of Officers:**

Fredericksen made a motion, seconded by Adelberg to nominate Centofanti as the Chairman, Rutty as Vice Chair and Dave Challenger as Secretary. No discussion. Motion carried unanimously.

**Approval of Minutes: October 21, 2019** Challenger made a motion, seconded by Baird. Centofanti, Fredericksen, Challenger, Baird yay. Adelberg & Aithal abstained. Motion carried.

**Public comment:** Schlag inquired to the seating of the alternates.

**Finance Director’s Report:** Attached as Schedule 1

**Selectman’s Request:**

Budget Transfer Request 2020-5 (Attached as Schedule 2)

Rutty made a motion, seconded by Fredericksen to approve the Budget Transfer Request 2020-5. No Discussion. Motion carried unanimously.

**New Business:** BOF Schedule for Calendar year 2020. Fredericksen made a motion, seconded by Rutty to approve the schedule as listed, with the change on 2/22/20 to 9:00 am and October 18, 2020 to October 19, 2020. No discussion. Motion carried unanimously.

**Joint Meeting:**

There are two items that are known will increase next year's budget, the debt service payment to Region 17 for the purchase of HES for \$150,000 and a minimum of \$100,000 for the carrying/operating cost. The biggest challenge the Town still faces from a budget perspective is funding capital over the next several years. There was a brief discussion regarding the budget process. There was discussion on the use of current funding vs the use of debt. There was discussion regarding using the fund balance versus bonding. The town's people were warned that there is a cost associated with purchasing HES, citizens should not be surprised if there is an increase in the budget. There was discussion regarding a policy on having outside commissions/committees use some of their savings. The Finance Director is requesting 990's and bank account information from agencies now rather than waiting until April. Region 17 joint meeting in January is coming up; we don't have numbers yet. There was also discussion regarding the million-dollar savings by selling HES.

**Public comments:**

**Adams, Maurice:** commented on the sewer project the operating budget.

**Schwing, Ed:** commented on the revenue budget.

**Schlag, Melissa:** commented revenue budget

**Rizzo, Joe:** commented on the purchase of HES.

**Sandy Olsen:** commented on HES operating costs.

Fredericksen made a motion, seconded by Ruddy to adjourn the meeting. No discussion. Motion carried unanimously. Meeting adjourned at 7:15pm

Minutes taken by JoAnn Ricciardelli

12-16-19 Board of Finance Meeting - Schedule 1

Finance Director's Report				
December 12, 2019				
	Account Number	Account Description	Amount/ Budget Variance	Explanation
	<b><u>General Fund</u></b>			
	<u>Revenue accounts</u>			
	01-10-105-01	So. Central Florida	(1,216.01)	Second Installment due in Jauary
Governmental Grants	01-20-201-01	ESC/Special Education	(1,506,558.00)	Received 1st Installment One Quarter payment 10-30-19 \$502,186. next payments Jan 1/4/Apr. 1/2
	01-50-514-01	Recycling Fees	(320.77)	No Longer funding
CNR - Grant Payments		Various Grants - Estimated Revenue sent State to be reimbursed	1,547,246.00	We have submitted reimbursement requests, state DEEP and DOT behind on them.
	<u>GEN FUND Expenditure accounts</u>			
Selectman	01-10-010-81-01005	Dues & Membership	(4,192.25)	New requirement HAZ Mitigation Plan/Inc. Dues after budget process
Treasurer	01-10-045-11-04500	Treasurer Salary	(1,855.60)	Add'l time needed for transition
Insurance & Benefits	01-10-095-25-09505	State Unemployment	(9,268.00)	Self Funded/ PW/1GG
Land Use Office	01-10-125-36-12517	CT Main St. Center	(250.00)	Increase in yearly fee/after budget process
Public Works	01-30-300-36-30009	Tree Removal	(11,753.50)	Transfer request submitted to BOS/approved to BOF
Public Works	01-30-300-57-30001	OSHA Fed. Reg.	(509.84)	Increase in requirements
Public Buildings	01-30-310-36-31007	H2O Rental/Alarm Maint	(87.95)	Budget shortfall/savings in telephon line
Wells and Filters	01-40-420-36-42000	Water Pollution Control & I	(1,565.00)	Add'l filters not budget for and repair of units
	<b><u>CNR Expenditures</u></b>			
Public Works	17-30-300-74-30003	18-Cove Road		Needs Reclassification to GF PW Materials
	17-30-300-74-30011	19-Scovil Reservoir Dam		Add'l necessary work
	Various Truck acquisition	Net of accounts in surplus		Some trucks needed additional equipment, others came in under budget