



**BOARD OF FINANCE MEETING
Approved Minutes
January 11, 2024**

CALL TO ORDER

Chairman Lainie McHugh called the meeting to order at 7:07 p.m. in the Council Chambers. All joined in the Pledge of Allegiance followed by a moment of silence.

PUBLIC COMMENT

No public comment.

ATTENDANCE

Present

Lainie McHugh, Chairman
Marty Isaac
Christine El Eris – Alternate
Paul Timpanelli
Marc Mascola – Alternate
Rosemary Seaman
David Galla
Vincent DeGennaro – Alternate
Scott Zimov

Absent

Also present:

Vicki Tesoro, First Selectman; Maria Pires, Director of Finance; Daniel Schopick, Esquire, Town Attorney; Kathleen McGannon, Chief Administrative Officer; Cynthia Katske, Chief Administrative Officer; Donna Pellitteri, Tax Collector; William Maurer, Town Engineer; George Estrada, Director of Public Works.

TOWN TREASURER'S REPORT – Anthony Musto

Mr. Musto was not available to present his report. It was noted that Mr. Musto made the changes requested. No one had any questions regarding the report.

TAX COLLECTOR – SUSPENSE REPORT – Donna Pellitteri

Ms. Pellitteri presented her annual Suspense Report. The total put into Suspense is \$597,474.58, with Personal Property of \$115,436.14 and Motor Vehicle of \$482,038.44. The Tax Collector's Certification was signed by the Tax Collector and the Chairman of the Board and given to the Clerk to submit to the Town Clerk.

01-24-01 FISCAL YEAR 2024 SUPPLEMENTAL APPROPRIATION

Mr. Timpanelli moved, seconded by Mr. Zimov to appropriate \$85,000 from the Fund Balance to account number 01013800-581888 - Capital Outlay to cover the cost for the Improvements to various Town Hall conference rooms and Council Chambers previously removed from the bonding resolution.

Mr. Estrada spoke to Board regarding the improvements to Town Hall that were taken out of the Bonding because it was thought the projects could be completed by the end of August 2024. These included painting and new furniture.

Vote: 6-0-0 motion carries

01-24-02 FISCAL YEAR 2024 SUPPLEMENTAL APPROPRIATION

Mr. Timpanelli moved, seconded by Mr. Zimov appropriate to appropriate \$30,000 from the Fund Balance to account number 01022000-581888- Capital Outlay to cover the cost for the Police Dept sidewalk construction previously removed from the bonding resolution.

There was no discussion.

Vote: 6-0-0 motion carries

01-24-03 FISCAL YEAR 2024 SUPPLEMENTAL APPROPRIATION

Mr. Timpanelli moved, seconded by Mr. Zimov to appropriate \$150,000 from the Fund Balance to account number 01050600-522202 - Professional Services & Fees to cover the Senior Center-Phase II schematic design for referendum previously removed from the bonding resolution.

The Chairman noted that the intent is to have something to discuss; it is not for a referendum. Mr. Galla indicated that a new senior center has been in the works for the past 8+ years. Currently they are looking for a schematic design that is more than just a conceptual design for the Hardy Lane property. They need to bring it to Town Council before it can be put to a referendum.

Vote: 5-0-1 (abstained: Timpanelli) motion carries

01-24-04 FISCAL YEAR 2024 SUPPLEMENTAL APPROPRIATION

Mr. Timpanelli moved, seconded by Mr. Zimov to appropriate \$130,000 from the Fund Balance to account number 01050600-581888 Capital Outlay to replace the A/C in multi purpose room \$50,000 and replace exterior door \$80,000 at the Senior Center that were previously removed from the bonding resolution.

Mr. Estrada indicated that the improvements are for the Senior Center.

Vote: 6-0-0 motion carries

01-25-05 FISCAL YEAR 2024 SUPPLEMENTAL APPROPRIATION

Mr. Timpanelli moved, seconded by Mr. Zimov to appropriate \$75,000 from the Fund Balance to account number 01080600-522202 Professional Services for the Great Oak Park Trail Bridge reconstruction previously removed from the bonding resolution.

Mr. Mauer indicated that the design portion must be completed by August 2024.

Vote: 6-0-0 motion carries

01-24-06 FISCAL YEAR 2024 SUPPLEMENTAL APPROPRIATION

Mr. Timpanelli moved, seconded by Mr. Zimov to appropriate \$125,000 from the Fund Balance to account number 01030500-522202 Professional Services & Fees for a townwide ADA transition plan for \$85,000 and Townwide School Zone Traffic Safety Study for \$40,000 previously removed from the bonding resolution.

Mr. Maurer indicated that the \$40,000 is for a study regarding the traffic back-ups that occur at schools when picking up the students at the drop-off points.

Vote: 6-0-0 motion carries

DISCUSSION ITEMS

- Budget to Actual expenditures FY 2024 – Nothing different from what has been discussed previously.
- Revenue Budget to Actual Report FY 2024 – Income for the Fire Marshal and Town Clerk is based on the flow of activities, i.e., inspections and recordings for new homes and house sales.
- Town Permits, Fines and Fees FY 2024 – No discussion
- Fund Balance – The Fund Balance shown on the report is 15.5% and, as adjusted for the supplemental appropriations approved this evening, the current Fund Balance 15.19%.

APPROVAL OF MINUTES – December 14, 2023

Mr. Zimov moved seconded by Mr. Timpanelli to approve the minutes of the December 14, 2023 meeting, as presented.

Mr. Galla moved, seconded by Mr. Timpanelli to change the dates on page 3 paragraph 4, as follows: June 30, 2023 to June 30, 2024 and August 31, 2023 to August 31, 2024 and to change the date on page 3 paragraph 8 from August 31, 2023 to August 31 2024.

Vote to Amend the Minutes: 5-0-1 (abstained: Isaac)

Vote to Approve the Amended Minutes: 5-0-1 (abstained: Isaac)

ADJOURNMENT

By unanimous consent the meeting adjourned at 7:50 p.m.

Respectfully submitted,

Phyllis C. Collier

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Board of Finance – Clerk