

**SUBJECT TO MODIFICATION AND APPROVAL
MINUTES
BOARD OF FINANCE MEETING
May 11, 2023**

CALL TO ORDER

Chairman Lainie McHugh called the Board of Finance meeting to order at 7:04 p.m. in the Council Chambers. All joined in the Pledge of Allegiance followed by a moment of silence.

PUBLIC COMMENT

There was no Public Comment

ATTENDANCE

Present

Marty Isaac
Lainie McHugh
Justin Scheuble
Michael Barker
Paul Timpanelli
Scott Zimov
Marc Mascola – Alternate
Vincent DeGennaro – Alternate
Christine El Eris – Alternate

Absent

Also present:

Vicki Tesoro, First Selectman; Dan Martin, Assistant Director of Finance; Dan Schopick, Town Attorney; Kathleen McGannon, Chief Administrative Officer; Cynthia Katske, Chief Administrative Officer; Ray Baldwin, Chairman, TVFRC Building Committee; Dan Sacco, TVFRC Building Committee; Bruce Silverstone, TVFRC Building Committee; George Wiles, Wiles Architects; Ernie Foito, VFW Commander; Graham Bissett, VFW Commander.

INTERNAL AUDITOR'S UPDATE – Rebeca Lopez

Ms. Lopez reviewed the proposed Audits for next year with the Board members. Board members suggested two non-financial reports, a Cyber Security report checking procedures and a report regarding the accountability of response time. The Board will vote on the proposed audits next month.

The Board asked that an audit be done on the various programs offered by the Recreation Department, showing both the expenses and the revenue. They are looking to see if the Town is subsidizing the programs and limiting the enrollment or if we are breaking even and can then increase the number of programs and the number participants.

TOWN TREASURER'S REPORT – Anthony Musto

Mr. Musto provided the report, but was not available to present.

05-23-01 – Vote on the use of ARPA Funds - \$100,000 for the Veterans and First Responders Center, Project #ARP84

The Chairman indicated that a request was made by Councilman Massaro, through Justin Scheuble and Scott Zimov, to have a discussion to appropriate \$100,000 from the remaining \$400,000 ARPA Funds to the Veteran Center Building Project. When we discussed how to disperse the APRA funds, we voted to obtain a recommendation from the First Selectman at a joint meeting with the Town Council and the Board of Finance. The Board of Finance would then vote, and then the Town Council, and each would have a simple majority vote. We did not discuss the process on handling the unallocated funds. It was voted to leave these funds in the event there were overruns with the existing approved projects. We are having a discussion tonight and will either recommend it to the Town Council or otherwise.

Mr. Ray Baldwin opened the discussion. They are looking for approval of an appropriation from the ARPA Funding of \$100,000 to be used towards the construction of the Trumbull Veteran's First Responder Center. The project is currently shovel ready and we are hoping to start in the fall; it should take about 14 months to

complete. To date, they have received \$2.419 million in state bonding. Federal Grants and Steap Grants and have requested an additional \$1.2 million in state bonding and it is supported by Senator Moore and First Selectman Tesoro, et al. We have also received \$60,000 in private donations and are planning to launch an aggressive corporate fund raising campaign. We are prepared to modify the building plans to fit whatever our construction budget is. We will build the basic building to fit our budget and add additional space as we go.

Concerns were expressed as to the operating expenses, including the programs that will be offered. Mr. Dan Sacco, of the building committee, spoke to the Board and indicated that to make all of this work, they need to raise fund to operate the building as well as build it. They are raising funds by selling plaques that can be used to memorialize an individual and to date have raised \$35,000 and will be placed on the various entrance walls of the building. Mr. Sacco indicated that this is a town building. It is going to be used as a training center for the EMS and will be available for residents to rent thereby creating a revenue stream. Mr. Silverstone indicated they would have 12 months of operating expenses in reserve when the building is completed. They have an operating plan; however, it was never sent to the Board since no one asked for it and, since it is two years old, it will need to be updated.

They are currently short \$250,000 to actually build the structure; this does not include the interior furnishings. They currently have 61 years left on a 99-year lease that gives them permission to put up a building. The Board noted that they have already given \$200,000 toward the building fund and they are paying \$1.3 million to dredge the pond on the property and asked what the other towns in the region have done for the building.

Mr. Baldwin noted that there isn't any place between Stamford and West Haven where the veterans can get the support and programs they need. They hope to partner with Yale, etc., to get out vets the services they deserve. He noted that they have not asked the other towns for assistance because they want it to be Trumbull's building.

VFW commander Ernie Foito spoke to the Board indicating that they give 3 high school scholarships each year, 1 for each of the high schools in Trumbull. In addition to that, they hand out patriotism medals and certificates to each elementary school, they conduct fishing derbies, recently sponsored a hike in the area for the children's hospital and sponsored a blood drive. Currently, there are 134 active veterans. There are approximately 3,000 veterans in Trumbull and an additional 32,000 in the area. They want to do something for the veterans that have returned from Iraq and are living in the area, since nothing was done for the Vietnam veterans.

VFW commander Graham Bissett spoke to the Board indicating they have been actively seeking new members in the surrounding towns. As a Vietnam Vet, he and others came home to nothing; they want to make sure that does not continue.

Mr. George Wiles then explained to the Board how they could construct the building in such a way to eliminate areas that could then be added at a later date when additional funds become available and to replace the more expensive features with those that are less costly, i.e., reduce the use of glass, reduce the pitch of the roof, etc.

Mr. Baldwin indicated that without the \$100,000 from the ARPA fund they will be able to put up the building, just not the one that they originally wanted to put up. They are currently shovel ready.

Recess from 8:22 pm to 8:31 pm

Chairman McHugh indicated that there is a need for this building and as the Board of Finance we have a fiduciary responsibility to see the numbers. The Chair requested that the operating projections be submitted along with an outline from Mr. Wiles showing the various options he presented with and without the proper funding. In addition, the Chair requested that a list of potential donations and funding, with the percentage of probability of receipt, and an explanation of each, be submitted.

DISCUSSION ITEMS

- Budget to Actual expenditures FY 2023 – nothing has changed from last month; the positions are being filled so transfers will be done and those accounts will be stabilizing.
- Revenue Report FY 2023 – April revenue is not yet posted.
- Town Permits, Fees and Fines FY 2023 – no comment.

APPROVAL OF MINUTES – April 13, 2023

Mr. Barker moved, seconded by Mr. Scheuble, to approve the minutes of the April 13, 2023 meeting, as approved.

Vote: 6-0-0 (Mascola voting for Zimov)

ADJOURNMENT

By unanimous consent the meeting adjourned at 8:45 p.m.

Respectfully submitted,

Phyllis C. Collier

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Board of Finance Clerk