



THE TOWN OF WOODBRIDGE BOARD OF FINANCE MEETING MINUTES THURSDAY, JANUARY 16, 2020

A Board of Finance Meeting for the Town of Woodbridge was held in the Central Meeting Room at the Town Hall, Woodbridge, Connecticut on Thursday, January 16, 2020 at 6:00 pm

BOF PRESENT: Chairman, Matthew Giglietti; Vice Chairman, Paul Kuriakose; Susan Jacobs Tom Handler; Tom Kenefick

ALSO PRESENT: First Selectman, Beth Heller; Administrative Officer/Director of Finance, Anthony Genovese; Budget Analyst/Payroll & Benefits Administrator, Karen Crosby

Chairman Matthew Giglietti called the meeting to order at 6:00 pm

PUBLIC COMMENTS

None

ADMINISTRATIVE OFFICER / DIRECTOR OF FINANCE REPORT

Tony reported through December 2019. He is projecting a budgetary surplus of \$145,000 at the end of the fiscal year. The projected fund balance at 6/30/20 is \$6.1M or 12.13% of the annual projected expenses at the end of the year.

Revenues

Charges for Services – projected to experience a surplus of \$55,000 primarily due to a projected surplus in building permit fees and conveyance taxes.

Expenses

Board of Selectmen – projected to generate a surplus of approximately \$55,000 due to a vacant Communications Director and Grants Writer position. It is anticipated that this position will be eliminated.

Building Official – expected to generate a surplus of \$25,000 due to the hiring of a part time building official – it is no longer a full time position.

Waste Management – primarily due to increased recycling costs, waste management is expected to experience a deficit of \$30,000. These costs continue to escalate and just went up to a little over \$80 per ton. The revenue side from the scale is not running at a deficit, the expense side is running a deficit.

Benefits – expected to generate a surplus of \$40,000 due to a reduced workers compensation premium.

Matt stated that his first bill from his provider since we started charging the haulers has increased.

Tony reported that we are part of a ten Town recycling committee and they are all losing money from recycling. We are all part of the same contract and receive the same rate.

Audit

Tony reported that the audits are at the table and Scott Bassett will be making his presentation on January 23rd.

WBOE

Tom Kenefick stated that they have taken a good look at their budget request and it is a good budget request.

Matt stated that on Tuesday, Dr. Byars from Amity will be making their budget presentation. He will be making his liaison report he will need the input of this Board as to whether to support their requested budget.

FUNDING REQUESTS

1920-08 Allocation.....\$2,500 (Line Item Transfer)

To: CNR-Gov't Access/Technology 302-1350/57410
From: Gov't Access/Technical 1135-00/55120
For: Equipment repair and replacement
Vote: (Giglietti/Kenefick) unanimous

1920-09 Allocation.....\$28,753 (Line Item Transfer)

To CNR-Gov't Access TV/Technology 302-1350/57410
From: Misc. Revenue/Grants 1-2-1100/42600
For: Transfer grant funds to Technology project at Center Gym
Vote: (Giglietti/Handler) unanimous

1920-10 Allocation.....\$11,075 (Funding Request)

To: CCW/Electric \$7,590.66 1192-00/55221
CCW/Water \$3,484.34 1192-00/55240
From: BOF/Contingency 1170-00/56800
For: Pay utility bills at CCW
Vote: (Giglietti/Kenefick) unanimous

- 1920-11 Allocation..... \$8,000 (Line Item Transfer)
- To: Human Services/General Prof. Svc 1410-00/52100
From: Human Services/Part Time All Other 1410-00/50350
For: Cover cost of senior lunches from 1/1/20 thru 6/30/20
Vote: (Giglietti/Kuriakose) unanimous
- 1920-12 Allocation.....\$30,000 (Funding Request)
- To: Fire/Repair & Main – Machinery 1230-00/53510
From: BOF – Contingency 1170-00/56800
For: Escalating repair costs for apparatus
Vote: (Giglietti/Jacobs) unanimous
- 1920-14 Allocation..... \$3,540 (Line Item Transfer)
- To: BOS/General Prof. Svc 1110-00/52100
From: BOS/Admin Officer 1110-00/50101
For: General Consulting for Environmental Services related to the CCW
Vote: (Giglietti/Handler) unanimous

APPROVAL OF MINUTES

The Board of Finance voted (Giglietti/Kuriakose) unanimously to approve the minutes of the November 21, 2019 meeting as presented.

APPROVAL OF 2020 MEETING DATES

The Board of Finance voted (Giglietti/Handler) unanimously to approve the proposed meetings dates for 2020.

FIRST SESLECTMAN’S REPORT

Beth reported the following:

- The contract for the sale of the Country Club of Woodbridge property is still not finished. So the dates for the Special Town Meeting and Referendum are not set yet. It is important for the voters to review the contract prior to voting. Hopefully it will be ready for the February Board of Selectmen meeting.
- Mary Ellen LaRocca is retiring tomorrow after 31 years of service.
- Still working on the negotiations with the Amity Historical Society and the Darling House

LIAISON REPORTS

Amity – Matt reported that as far as this year’s budget there is currently a surplus of \$443,000. There won’t be a huge surplus this year. Amity will be returning \$671,459 to Woodbridge from last year’s surplus. The FY21 budget is 3.95% increase and the Woodbridge increase is \$1,019,439 due to the enrollment percentage. The gentleman from Orange and the gentleman from Bethany stated that they will not support the budget. For the first time that Matt could remember, Woodbridge voted against the athletic portion of the recent referendum. With an increase of 7 students and Bethany and Orange having no increase, the Woodbridge enrollment percentage increased. Matt is asking the Board to ask questions and then he is going to ask the group what he should do about voting for the Amity budget.

Tom Handler stated that we held the Woodbridge Board of Ed to the fire for their budget request and we will have to ask a lot of questions of Amity.

Police – Paul reported that they are down to 21 officers and full staff would be 25. They are at 51-52% of their budget at this time. There was discussion on the proposed FY21 budget. Commission pushed back on the amount for officer overtime. The Chief explained to the commission that there are things that the department does for the Town that contribute to the overtime. There was some discussion regarding the new contract and thought that they negotiated out additional pay for officers with college degrees. When looking at the contract the additional pay was included. It is going to be researched by the commission.

Human Services – Tom Kenefick stated that they went through the proposed operating budget. They are reaching out to Bethany for more funds for administrative fees. They are looking for a replacement for Mary Ellen. The retirement dinner was well attended. Mary Ellen indicated that she would stay to help with the transition. The senior center held their holiday luncheon; there will be a medical marijuana program in February. The Fire Department assisted with the handing out of holiday baskets. They are doing great work and are very busy.

WBOE Tom Handler stated that there is no real change from last meeting. They have a conflict with the next meeting as it is on the same night as one of our budget meetings

Library – Susan was unable to attend.

Fire – Susan reported that the meeting is coming up.

The Board of Finance voted (Kenefick/Giglietti) unanimously to adjourn at 6:35 pm)

Respectfully submitted,

Karen Crosby

Karen Crosby
Budget Analyst
Payroll & Benefits Administrator