PRESENT: Chairman, Matthew Giglietti; Vice Chairman, Sandy Stein; Tom Kenefick; Paul Kuriakose

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

PUBLIC COMMENTS
None

Matt moved items that needed to be voted on to the beginning of the meeting.

CANCEL DECEMBER 3rd AND DECEMBER 5th CAPITAL BUDGET MEETINGS

The Board of Finance voted (Giglietti/Kenefick) unanimously to cancel the December 3rd and December 5th Capital Budget Meetings.

APPROVE DECEMBER 10th AND DECEMBER 12th AS JOINT BOS/BOF REGULAR MEETINGS

The Board of Finance voted (Giglietti/Kenefick) unanimously to approve December 10th and December 12th as Joint BOS/BOF Regular Meetings.

PROPOSED BUDGET MEETING DATES

The Board of Finance voted (Giglietti/Scalettar) unanimously to approve the proposed budget meeting dates as presented.

FUNDING REQUESTS

1920-04 Allocation.................................................................$6,407 (Line Item Transfer)
To: CNR-Building Maint. Security 302-3700/57200/SECUR
From: CNR-Police/Machinery-Radio 302-2100/57410/RADIO
For: Wiring of Town Hall and Library for S2 installation

Tony reported that this is for the S-2 Security System for door contacts and panic buttons
Vote: (Giglietti/Scalettar) unanimous
APPROVAL OF MINUTES

The Board of Finance voted (Giglietti/Scalettar) unanimously to approve the minutes of the September 19, 2019 meeting as presented.

PRESENTATION BY INSITE DEVELOPMENT RE: PROPOSAL FOR FORMER CCW PROPERTY

Brian St. Pierre from Insite Development made a presentation on the proposed “Wood Valley Estates” Active Adult Community at the Country Club of Woodbridge property. Bruce Wernert of Wernert Construction joined Brian for the presentation as well as a question and answer period.

Brian reported that they propose 120 age restricted 55 and older homes. The Town will retain approximately 100 acres. The proposal includes a public pool and pool house for the Town residents.

Residents who spoke and commented are:
Deke Hotchkiss, 25 Fairground Road
Paul Herigan, 27 Brook Road
Cathy Wick, 181 Rimmon Road
Tom Weil, 70 Woodfield Road
Adrienne Micci Smith, 17 Ansonia Road
Maria Kane, Litchfield Turnpike
Cheryl Lipson, 35 Brookwood Drive

BUDGET REVIEW TASK FORCE REPORT

Paul reported that the other task force members are Matt, Mica Cardozo, and Sandy Stein. They met with department heads to discuss ideas, ask for ideas from departments, and also discussed ideas for working across departments. Guidelines were to eliminate duplication of services, look for opportunities to consolidate functions, and look for programs that are under-utilized and maybe eliminate those programs, and identify new revenue sources. Their last meeting was on October 8th. They will be presenting to the Board of Selectmen and Board of Finance. They compiled a comprehensive list of recommendations for each department. Member of the Task Force will meet with the heads of each board they have recommendations for and will meet with those commissions to present recommendations. They have categorized ideas for short-term implementation, mid-term implementation and a few ideas for long-term implementation. They are establishing a process for ongoing discussion beyond this year but their short-term implementation will be recommendations for this year.

There was discussion on some of the recommendations.
ADMINISTRATIVE OFFICER / DIRECTOR OF FINANCE REPORT

Tony reported on revenues and expenditures through in September 2019. The result is a surplus of $67,764 at the end of the fiscal year. The projected fund balance at June 30, 2020 is $6M or 11.97% of the annual projected expenses at the end of the year.

Revenues

Other Revenues – The Town generated $24,264 from the sale of assets from the former CCW.

Expenses

Board of Selectmen – projected to generate a surplus of approximately $53,500 due to a vacant Communications Director and Grants Writer position. It is anticipated that the position will be eliminated.

CCW – The Country Club of Woodbridge is projected to experience a deficit of $10,000 due to utility costs. The Town planned to close the facility by June 30th but was not able to completely eliminate all utilities until September. The facility has now been all boarded up, the utilities are all turned off, and the Fire Marshal has certified that we have everything out of the facility.

STATUS OF FY19 AUDIT

They have been here for about four weeks and Tony is hopeful to have a draft audit by the first or second week of November. It has gone very well. There were no findings or entries.

FIRST SELECTMAN'S REPORT

Beth reported on the following:

- Amity Woodbridge Historical Society / caretaker apartment issue may be resolved in November
- Board of Selectmen approved a Good to Great Grant for the Historical Society for the Darling House
- Retained Attorney David Groggins to negotiate the contract with Insite and Wernert so voters can see the terms before voting
- Board of Selectmen voted to hold a Special Town Meeting on November 12th and the Referendum on December 11th
- Freedom of Information Meeting is on You Tube
LIAISON REPORTS

Amity – Matt reported that they have not met this month but they did present their bonding proposal to the Board of Selectmen. The referendum will be in two parts 1) mechanicals and 2) athletics

Police – Paul reported that they met on October 10th. They are looking for another officer and a dispatcher. Unfortunately one officer has been on suspension due to an internal investigation and another officer under investigation.

Human Services – Tom reported that he did not attend the meeting due to the walk-thru at Beecher. Tom thought that it was eye-opening for him. The Living Treasurers Dinner was very successful. There were between 160-165 in attendance. There were many more baskets for the silent auction. It is a great fund raiser for Human Services.

Matt reported that the Teacher contract has been settled in arbitration – 9% over three years. There were some premium share increases and some healthcare changes.

Fire – Tom Handler was not in attendance to report.

Recreation – Matt reported that the pool is doing well, the Road Race went well. The Task Force met with John Adamovich and Jim Franco regarding programs in particular the Fitness Center. It costs about $35,000 a year to run the fitness center.

Library – Susan reported that there are elevator issues. Tony stated that we may have to budget for a new elevator. Susan suggested that the CCW presentation is not being made to all commissions; it may be good to send out to every commission when the presentations are so they have an opportunity to see it. Someone left a bequest to the library – a long-time Woodbridge resident.

Beth stated that all of these presentations are on the website and in her newsletter.

The Board of Finance voted (Giglietti/Kenefick to adjourn at 7:50 pm

Respectfully submitted,

Karen Crosby

Karen Crosby
Budget Analyst
Payroll & Benefits Administrator