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

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

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

PUBLIC COMMENTS

Matt addressed some comments that have been made at the Country Club presentations.

1- The Town is not required to pay the loan of the country club if the property is sold. He supports paying off the note on the CCW if the land is sold. He polled the members of the Board of Finance and all are in support of paying off the note. Ellen stated that at the time of the sale she would ask Tony is that is the best thing to do with the funds. Tony stated that to pay off the note has been the plan all along. Beth stated that she has always said that it is her intent to pay off the note.

2- The speaker stated that the mill rates of Woodbridge and Orange mirror each other. The Fieldstone project was not very successful because their mill rate hasn’t gone down. Matt stated that he spoke to someone in Orange and they said it is a monumental success. They are collecting $1.5M in taxes and have not had to add personnel. He disagrees that it wasn’t a good project.

3- A speaker stated that the Board of Selectmen has not done their due diligence. The speaker also said that real estate taxes will be paying for students enrolled in schools due to families moving in to Woodbridge. Matt stated that this is all speculative. The speaker stated that it will cost $18,000 per student and the tax dollars collected will be all used for education. If the land is sold, the Town will immediately save $400,000 from the debt of the CCW. The sale of the units will generate $1.4M in taxes. Also with the units there will be motor vehicle taxes of approximately $168,000 a year in taxes. The Town will save $400,000 $1.4 in property taxes and $168,000 motor vehicle taxes for a total of just under $2,000,000. At the most they will have to hire a few teachers. This is certainly not a losing proposition.
Tom Handler asked about the remediation that needs to be done. Tony stated that there is remediation on the property to be sold as well as the property that remains with the Town. The remediation on the remaining property will need to be addressed but not immediately.

Tom Kenefick spoke to the club house and the security. If the property is sold are they demolishing the club house at whatever cost. Matt responded that at the presentation, it was stated that they have the equipment to take down the building.

Paul stated that there are conveyance taxes that will be revenue when the units are sold in addition to building permit fees.

**ADMINISTRATIVE OFFICER / DIRECTOR OF FINANCE REPORT**

Tony reported on revenues and expenditures through October 2019. The result is a budgetary surplus of $37,500 at the end of the fiscal year. The projected Fund Balance at June 30, 2020 is $6M or 11.91% of the annual projected expenditures at the end of the year.

**Revenues**

Tony had no revenue information to report. Last month Tony reported a surplus of $24,264 from the sale of assets from the former CCW. This month there is a transfer request to use those funds to engage a consultant to develop a plan for the remainder of the property not proposed for sale.

**Expenses**

Board of Selectmen - projected to generate a surplus of approximately $50,000 due to a vacant Communications Director and Grants Writer position. It is anticipated the position will be eliminated.

CCW – projected to experience a deficit of $12,500 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. A funding request is planned for December.

**Status of FY19 Audit**

Tony reported that it is completed and he has a draft. The final is expected to be delivered by the end of December.

Matt reminded the member of the Board of the Capital Budget Meeting dates of Tuesday, December 10th and Thursday, December 12th. Both meetings will start at 6:00 pm.

**LED LIGHTING REPLACEMENT PROJECT & FINANCE PLAN**

The Board of Finance voted (Giglietti/Handler) unanimously to approve the LED Lighting project.
FUNDING REQUESTS

1920-05
Allocation.................................................$8,000 (Line Item Transfer)

To: DPW/Contracted Services 1310-00/53610
From: DPW/Road Maint. 1310-00/55170
For: To remove dead and dying trees
Vote: (Giglietti/Kuriakose) unanimous

1920-06
Allocation...................................................$12,745 (Line Item Transfer)

To: CNR-Fire/Voice Logging Machine 302-2300/57470/LOG
From: CNR-Fire/Hose Replacement 302-2300/57470/HOSE
For: Replace voice logging recorder
Vote: (Giglietti/Jacobs) unanimous

1920-07
Allocation ..................................................$24,245 (Line Item Transfer)

To: CNR-BOS/Prof. Services 302-1100/52100
From: Revenue/other revenue 1-6-1100/46210
For: Professional landscape design services for former CCW
Vote: (Giglietti/Kuriakose) unanimous

APPROVAL OF MINUTES

Motion made by Matt Giglietti and second by Tom Kenefick to approve the minutes of the October 17, 2019 meeting minutes.

Vote: Aye: Giglietti, Kenefick, Jacobs, Kuriakose, Scalettar
      Nay: None
      Abstain: Handler

FIRST SELECTMAN’S REPORT

Beth reported the following since last meeting:

• Retained council for the proposed sale of CCW property and the contract is moving along
• Appointed Kristine Sullivan Acting Zoning and Inland Wetlands Officer
• Reported on the passing of Terry Gilbertson. The building department staff has stepped up. Andy Rizzo has been very helpful during this time.
Board of Finance Meeting
Minutes
November 21, 2019

- Recreation – the removable portable ice rink will be installed on the tennis courts on Center Road
- Restoration of Old Firehouse – taking advantage of a STEAP Grant
- Amity/Woodbridge Historical Society and the Darling House Farmer issue should be settled soon

LIAISON REPORTS

Amity – Matt reported that the met on November 11th and there is a current projected surplus of $525,000. The OPEB Trust is doing well. The referendum for the Amity Projects will be two questions, one for each project. $3,194,000 for mechanicals and $3,538,000 for all purpose field, lights, bleachers and scoreboard.

Police – Paul reported that they met on November 6th. They are running a little high on over time due to vacancies. He presented the findings of the Budget Review Task Force to the Police Commission.

Human Services – Tom Kenefick reported that they met on November 4th and heard the presentation on the proposed CCW project. The Budget Review Task Force findings were presented. The Commission will be requesting to replace a vehicle, a carport for vehicles and replacement chairs in their capital budget. The Center project has been completed and the lounge was painted and carpet tiles installed. The Living Treasure Dinner raised just over $10,000.

Fire – Susan reported that they had 30 calls on Halloween and they self-dispatched because Police dispatch was overwhelmed. The pancake breakfast for Andrew Esposito’s wife raised $24,000. The Orange and Bethany fire departments helped with the set-up and clean up for the breakfast. 4,000 attended the Trunk or Treat this year.

Recreation – Ellen reported that they on Monday. The Road Race was a success and they will be contributing $3,600 to the Food Bank.

Library – Susan reported that they reviewed the Budget Review Task Force findings. There is a National and State movement to change library fines – more to come on that.

WBOE – Tom Handler reported that the board of ed has heard the BOF loud and clear on coming in with a lower budget percent increase than last year. There is a surplus in the budget right now. They are trying to keep special education students in Beecher when possible. Extended Day is doing very well and they are using Extended Day funds to resurface the north and south playgrounds.

The Board of Finance voted (Giglietti/Kenefick) unanimously to adjourn at 7:00 pm

Respectfully submitted,

Karen Crosby
Karen Crosby
Budget Analyst
Payroll & Benefits Administrator