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Board of Finance Regular Meeting

Monday, November 15, 2021
Meeting Room -Town Hall 7:00 p.m.

(Unapproved)

Attendance

Board of Finance Members Present: Chairman Kevin Houlihan, Vice Chairman James Leahy, Kevin Moffett, Joseph Nuzzo, Kevin McNabola, and Ajeet Jain

Staff: John Cifarelli, Finance Director; Deborah Satonick, Recording Secretary

1. Call to Order

- Chairman Houlihan called the meeting to order at 7:10 and asked everyone to introduce themselves.

2. Introductions

- Chairman Houlihan welcomed Mr. McNabola, newly appointed to the Board of Finance. Mr. Jain, also a new appointee, would be arriving later due to a prior commitment. On behalf of the entire Board, Chairman Houlihan expressed his sincere appreciation for Mr. Shanley and Ms. Romano, wished them well, stating that they will be missed.

3. Public Dialogue

- There was no public dialogue at this time.

New Business

4. Election of Officers

Mr. Leahy nominated Mr. Houlihan for Chairman of the Board of Finance, seconded by Mr. Nuzzo. All were in favor, with Mr. Houlihan abstaining. The motion PASSED.

Mr. McNabola nominated Mr. Leahy for Vice Chairman of the Board of Finance, seconded by Mr. Moffett. All were in favor, with Mr. Leahy abstaining. The motion PASSED.

- Chairman Houlihan suggested that a motion be made to add “Election of Amity Finance Representative” as Item 4b on the Agenda.

Mr. Leahy made a motion to add “Election of Amity Finance Representative” as Item #4b to the Agenda. Mr. McNabola seconded the motion and all were in favor. The motion PASSED.

Mr. Moffett made a motion to appoint Mr. Nuzzo as the Amity Finance Representative, seconded by Mr. McNabola. All were in favor, with Mr. Nuzzo abstaining. The motion PASSED.

5. Funding Request: Memo from Kristy Macci Teixeira, RN, Chairman of the Orange Board of Health, requesting Additional Funding from the American Rescue Plan

- Finance Director Cifarelli shared the contents of three emails from Ms. Teixeira regarding funding from the American Rescue Plan. He explained that the initial proposed budget was not approved by the First Selectman, who responded to Ms. Teixeira and addressed each individual line item. Ms. Teixeira would like to come before the Board of Finance in December and requested that this discussion be added to the Board of Finance Agenda.
- Mr. Cifarelli shared that the Town’s initial vaccination clinics did not get adequate patient information to be reimbursed by the State of Connecticut, loosing approximately \$70k. Over 1,800 vaccines were administered but the Town was reimbursed for only 100 vaccinations.
- Mr. McNabola explained that there are two sources of funding in handling the COVID pandemic: The Cares Act and the American Rescue Act. Mr. Cifarelli explained the funding reimbursements to the Town in greater detail.

6. Amity Update

- Mr. Nuzzo discussed the performance of the Amity Pension Plan, the OPEB Trust, and Sick and Severance. There is a current surplus of \$374,178. The medical claims and dental claims had a sharp increase this year so the Amity surplus may not be quite as extravagant as in previous years.
- Mr. Nuzzo reported that \$10k was approved as a budget transfer to install ten vape sensors in the school bathrooms. Lastly, no changes in the portfolio were recommended at this time, in spite of the current inflation.

Mr. Leahy made a motion to move Item #7 “Vice Chairman’s Report” to follow after Item #9 on the Agenda. Mr. McNabola seconded the motion and all were in favor. The motion PASSED.

7. Discussion and Approval of Minutes – October 18, 2021

- The Board members reviewed the minutes and made edits as necessary.

Mr. Leahy made a motion to approve the revised October 18, 2021 BOF minutes, seconded by Mr. Moffett. Mr. Nuzzo and Mr. McNabola abstained. All were in favor and the motion PASSED.

8. Review and Approve Regular Meeting Dates for 2022

Mr. Nuzzo made a motion to approve the 2022 Board of Finance Meeting dates as presented by Mr. Cifarelli. Mr. Moffett seconded the motion and all were in favor. The motion PASSED.

- The All-Day Budget Workshop is tentatively scheduled for February fourth. Mr. Cifarelli noted that Amity will be presenting their budget at their January BOF meeting.

[Mr. Jain arrived at 8:06 p.m.]

9. Vice Chairman's Report

- Mr. Leahy compared the current Amity surplus this year to last year's surplus at this same time. He noted that Amity could conceivably have a zero percent budget increase and still have an end-of-year surplus. This fact should be considered when the Board of Finance determines what they are willing to support for the Amity 2022-2023 budget.
- Mr. Leahy and Mr. Cifarelli discussed the four different types of transfers within the budget: Encumbered from prior fiscal year, negotiated increases to payroll accounts, departmental internal transfers, OBOF additions to the budget.

10. Revenue and Expenditure Reports for October 31, 2021

- Mr. Cifarelli took all questions from the Board members regarding the Revenue and Expenditure Reports.

11. Adjournment

Mr. McNabola made a motion to adjourn the meeting at 8:34 p.m. Mr. Leahy seconded the motion and all were in favor. The motion PASSED.

Respectfully Submitted,
Deborah Satonick
Recording Secretary