TOWN OF ELLINGTON

55 MAIN STREET – PO BOX 187
ELLINGTON, CONNECTICUT 06029-0187
www.ellington-ct.gov

BOARD OF FINANCE

REGULAR MEETING
AUGUST 3, 2022

MINUTES

Members Present: Michael Purcaro-Chair, David Olender, Peggy Busse, James Fay, Douglas Harding, Barry Pinto.

Others Present: Lori Spielman – First Selectman, Tiffany Pignataro-Finance Officer/Treasurer, David Stavens-Deputy First Selectman, Ken Radziwon-Department of Public Works Director, Samuel Saunders-Recycling & Refuse Coordinator, Jamie Foster-State Representative, Tom Palshaw-Resident, Mike Madru-Resident via zoom.

Call to order

Chairman Michael Purcaro called the meeting to order at 6:00 PM.

Pledge of Allegiance

Chairman’s Report

The Chairman was happy to report that we closed out the fiscal year cleanly and in record time. He thanked Mrs. Pignataro’s team for their hard work and improvements in the Financial Department.

He welcomed Ken Radziwon, Director of Public works, and Samuel Saunders, Recycling & Waste Coordinator. Mr. Purcaro stated he is looking forward to hearing ideas from the department and learning how the Finance Board can help control recycling costs and support their work.

Mr. Purcaro stated the municipal financial report from OPM showed vast performance for the town. He stated it is never too early to start planning priorities for the next fiscal year, he asked the Board to think about what is important for the upcoming year. Mr. Purcaro wants to look further into tax reduction for our town seniors, introducing the concept in hopes to gain traction with the Board.
He was also pleased to report in partnership with multiple towns, the first two in a five-part short video series outlining the budget process have been recorded. These videos will serve to help educate and engage the public.

Presentations

a. Public Works and Recycling
Ken Radziwon, Director of Public Works asked to be on the agenda to bring the Board up to date on the changes happening within the department. Ken hired Samuel Saunder as our town’s full-time Recycling & Refuse Coordinator as he saw a lot of potential in the work he was doing part-time. Sam is checking our resident’s waste to be sure they are following proper guidelines. Residents will find warning stickers on their waste bins if they are not following these guidelines. Sam is taking the action to return to the resident’s home within a few weeks to re-check their waste. To date, he has calculated that 78% of residents have acted after finding a sticker. In their next steps, the department hopes to further educate our community.

b. State Rep. Jamie Foster
State Rep. Jamie Foster asked to be on the agenda to award Finance Officer, Tiffany Pignataro, and the Board of Finance a Citation. Jamie thanked Tiffany and the Board for their dedication and commitment over the last two years. She also stated the town of Ellington made it on the Bond Agenda again this month. She is working on getting two more town projects funded.

Citizen’s Forum

No one came forward.

Financial Report

Mrs. Pignataro provided the board with a memo of recurring financial highlights for the year-end. Auditors are on site starting this Monday, she stated the Finance Department has been working overtime to close out the books. Everything is going great, they fully reconciled with the Board of Education in three weeks, and they were able to provide a full trial balance to the audit team three days before they come out.
New Business

FY2022 Budget Transfers

This is a motion to move money from departments that come in under budget to those who went over budget.

MOVED (FAY) SECONDED (HARDING) AND PASSED UNANIMOUSLY TO MOVE TO TRANSFER FY 2021-22 FROM THE FOLLOWING ACCOUNTS: 1010-CONTINGENCY $200,000; 330-POLICE $173,206; 950-INSURANCE $79,044 TO THE FOLLOWING ACCOUNTS: 110-BOARD OF SELECTMEN $11,338; 121-AUDITORS $7,460; 250-Perm. BUILDING COMMITTEE $75; 320-CRYSTAL LAKE FIRE $19,883; 321-PUBLIC FIRE PROTECTION $5,439; 322-EMERGENCY 911 $15; 350-EMERGENCY MANAGEMENT $4,701; 360-BUILDING DEPARTMENT $2,434; 440-TOWN ROAD AID-MATERIALS $171,008; 451-MUN-SOLID/BULKY WASTE CURB $49,611; 455-SANITARY RECYCLING $7,119; 456-HOUSEHOLD HAZARDOUS WASTE $3,451; 480-ENGINEER & INSPECTIONS $7,049; 512-SUMMER PLAYGROUNDS $6,550; 513-WATERFRONT $6,878; 536-MINI-PROGRAMS $6,639; 836-EVAC BUILDING $6,622; 837-CRYSTAL LAKE FIRE BUILDING $8,892; 850 PINNEY HOUSE $824; 910-PAYMENT ON DEBT $114,831; 920-INTEREST ON INDEBTEDNESS $4,208; 1021-ERASE GRANT $3,195; 1032-ADHOC ELLINGTON BEAUTIFICATION COMMITTEE $612; 1033-ADHOC ELLINGTON TRAILS COMMITTEE $142; 1040-MISCELLANEOUS $196; 1050 REFERENDUM/PRIMARIES $3,008; 1075-TOWN COMMUNICATIONS $70.

FY2023 Budget Priorities –Tax Relief for Seniors

Mr. Purcaro encourages the Board of Finance members to start thinking about the upcoming budget cycle. He mentioned there are state laws that allow towns to take certain actions to help Seniors. There are several Seniors in town that are interested in this program. Taking this action may influence their decisions and help them stay local and keep their tax dollars in our economy. Mr. Purcaro asked Mrs. Pignataro to provide the Board with a report on the number of taxable Senior s in our community 65 and older to find out the total tax revenue we are getting from them.

Committee Updates

American Rescue Plan Act (ARPA)

Mr. Olender stated priority one projects have been approved. The next meeting is on August 15th to discuss priority two projects. State Rep. Jamie Foster suggested the Board looks into Pulse Point which texts out first responders for cardiac events.
Shared Service

Mr. Purcaro stated they are working closely with the Board of Education to find cost savings. One of the areas they are focusing on is Information Technology which is a huge cost center. Mrs. Pignataro states they hope to have a proposed job description for the next meeting in September. They are working with the town’s current IT company to be sure everything goes smoothly when everything goes full board.

Deferred Compensation

No update.

Ad Hoc Emergency Services

No update.

Permanent Building

Mr. Fay stated they are moving forward with OPM, Arcadis for the Windermere project. Architectural bids are due this month.

Unfinished Business

None

Approval of Meeting Minutes

MOVED (HARDING) SECONDED (PINTO) AND PASSED UNANIMOUSLY TO APPROVE THE MINUTE OF THE JUNE 1, 2022 REGULAR MEETING

Adjournment

MOVED (HARDING) SECONDED (BUSSE) AND PASSED UNANIMOUSLY TO ADJOURN THE MEETING AT 7:16 PM.

Respectfully submitted:

[Signature]

Elizabeth Phelps, Recording Secretary