Regular Meeting
September 7, 2022

MINUTES

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


Call to order

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

Pledge of Allegiance

Chairman’s Report

The Chairman congratulated Mrs. Pignataro on the welcoming of her new baby boy. He thanked Mrs. LaPlante for stepping up while she is on her maternity leave.

Mr. Purcaro was excited to share that the Town of Ellington received the GFOA Excellence in Financial Reporting Award for the first time. He congratulated the Finance Department on all their hard work.

He stated we will get more information from the Shared Services Committee on how we are unifying the Town of Ellington and the Board of Education. He welcomed Mr. Greenleaf and Mr. Fliss whom we will hear more from regarding how coming together will result in more capabilities, consistency, uniformity, and cost savings for the town.

Board of Finance
Regular Meeting Minutes September 7, 2022
Page 1 of 4
Mr. Purcaro wants to get input from the community, administration, and the Board of Finance members regarding tax relief for seniors. There are a lot of different ways to make incentives for the seniors to keep them here in town and the Board will continue to work on this.

Presentations

a. GFOA Excellence in Financial Reporting Award

Mr. Purcaro stated the award is the highest form of recognition in Governmental Accounting and Financial Reporting. Mrs. LaPlante stated it has been the department's goal once they completed the audit on time. She stated they wouldn't have been able to complete it without the help of Mr. Greenleaf, First Selectman Spielman, and other departments. Mr. Greenleaf stated Mrs. Pignataro and Mrs. LaPlante deserve a lot of credit for attaining this award.

b. Center Fire Department — Budget Update

Mr. Purcaro stated the Board of Finance oversees variances. When they find any variances, they take an interest in deeper reviewing the numbers. Chief Rich stated the numbers the Finance Department has for the Fire Department vs. their numbers is a significant difference. Assistant Chief Newbecker stated that COIVD was a big factor in this. He stated that $30,000 of their budget went back to the town during COVID because they had temporarily suspended requiring members to have physicals. Their training budget as well was not used due to classes being canceled during this time. Mrs. LaPlante stated if invoices come in after their firm deadline they will go onto the New Year. Mrs. LaPlante and Chief Rich will continue to work on this variance.

Citizen’s Forum

Joe Burns – Resident: Mr. Burns wanted to touch base regarding the tax relief for seniors. As things begin to get more expensive it's hard to make ends meet. He hopes all the seniors in the town can get a tax break to help them. Mr. Purcaro stated the Board will continue to work on this and keep the town up to date.

Financial Report

Mrs. LaPlante stated the audit is upon completion they are waiting on a handful of open items. They plan to issue September 30th. She stated they have already received 50% of property tax revenue. Over 25% was collected from Recreation Programs, Youth Services Activities, and Police Special Duty. In the town’s short-term investment fund, they have received $25,000 out of a $20,000 budget due to a 2.31% return. On the expense side, the Town Communications, GSI, and Emergency 911 invoices are once or twice a year, so they are already seeing over 50% spending and over 25% spending for the Summer Playground and Recreation Mini-Programs due to them being seasonal. Mrs. Busse asked if they could get projections on the STIF and what they might look like at the end of the year. Mrs. LaPlante is going to work on getting these numbers.
Mrs. LaPlante stated they’ve received one bid for the high school track project. They are asking to repost the bid with a new scope. The first bid was only to replace the top of the track and there is a risk the whole track may need to be removed and replaced. Mr. Olender asked if anyone else has looked at the track and stated if they think the whole track needs to be replaced. Our first bidder stated they won’t know if the track will need to be replaced until the top layer of rubber is taken. The town will continue to monitor contingencies needed for the project.

New Business

Adoption of Rules

This is a motion to Adopt Robert’s Rules of Order for the Board of Finance Meetings from September 1, 2022, through August 31, 2023.

MOVED (OLENDER) SECONDED (BUSSE) AND PASSED UNANIMOUSLY TO MOVE TO ADOPT ROBERT’S RULES OF ORDER FOR THE BOARD OF FINANCE MEETINGS FOR THE PERIOD OF SEPTEMBER 1, 2022, THROUGH AUGUST 31, 2023.

Shared Services

Mr. Greenleaf stated the proposal is to utilize the existing resources of the Board of Ed and allow the Board and the town to be managed under one unit. The Board allowed the town to expand from two weeks to four days a week for full coverage. Since the budget passed, they have been working on developing how this is going to look in the long run. Combining systems has allowed them to give better service while saving the town money rather than outsourcing. Mr. Fliss stated it allows the town to have more robust protection regarding anti-viruses. He stated there will be a town tech that will be available 5 days a week for the schools. This will begin officially in November.

This is a motion to move to recommend the Board approve the MOU between the Board of Education and the Town of Ellington with regards to Shared Information Technology Services.

MOVED (FAY) SECONDED (HARDING) AND PASSED UNANIMOUSLY TO MOVE TO RECOMMEND THE BOARD OF SELECTMEN APPROVE THE MEMORANDUM OF UNDERSTANDING BETWEEN THE BOARD OF EDUCATION AND TOWN OF ELLINGTON WITH REGARDS TO SHARED INFORMATION TECHNOLOGY SERVICES AS RECOMMENDED BY THE TOWN FINANCE OFFICER AND BOARD OF EDUCATION DIRECTOR OF FINANCE AND OPERATIONS.

Committee Updates

American Rescue Plan Act (ARPA)

No update.

Shared Services

Board of Finance
Regular Meeting Minutes September 7, 2022
Page 3 of 4
No update.

Deferred Compensation

No update.

Ad Hoc Emergency Services

Mr. Harding stated they have recommended increasing town emergency calls to $10 per call. It's going to the Board of Selectmen for approval and would become effective January 1st.

Permanent Building

Mr. Fay stated they have received 10 architectural bids for the Windermere project. They will select the vendor later this month.

Unfinished Business

FY2023 Budget Priorities – Tax Relief for Seniors

Mrs. LaPlante stated the town currently offers 5 tax credits and exemption programs for seniors. Each program holds different requirements. There is a total of 95 accounts taking advantage of the town's Homeowner's Program. Mr. Purcaro asked how we are marketing these exemptions to our current senior Mrs. LaPlante is going to investigate further marketing and the Board will continue to research how they can help our seniors.

Approval of Meeting Minutes

MOVED (HARDING) SECONDED (OLENDER) AND PASSED UNANIMOUSLY TO APPROVE THE MINUTES OF THE AUGUST 3, 2022, REGULAR MEETING

Adjournment

MOVED (OLENDER) SECONDED (HARDING) AND PASSED UNANIMOUSLY TO ADJOURN THE MEETING AT 7:10 PM.

Respectfully submitted:

[Signature]

Elizabeth Phelps, Recording Secretary