TOWN OF EAST HADDAM
Board of Finance
Regular Meeting Minutes
February 8, 2021
Via Zoom and YouTube Live

CALL TO ORDER

Mr. DiCristofaro called the Board of Finance meeting to order at 7:00 p.m. and welcomed those watching.

In attendance:

Board of Finance Members:
- William DiCristofaro, Chairman
- Bruce Dutch, Secretary
- Joseph Corbett
- Todd Gelston
- Tracey Gionta
- Harvey Thomas

Others:
- Robert Smith, First Selectman
- Cindy Varricchio, Finance Director

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

Mr. DiCristofaro stated that he would like to add an additional item under NEW BUSINESS, regarding a grant submission request for the Library.

Motion by Mr. Gelston to approve the agenda with the addition of New Business Item d, Library System Grant Application Authorization—American Library Association. Mrs. Gionta seconded the motion and it was unanimously approved. Motion carried.

APPROVAL OF MINUTES

Motion was made by Mr. Gelston approve the regular meeting minutes of January 11, 2021. Mrs. Gionta seconded the motion and it was unanimously approved. Motion carried.

CORRESPONDENCE

Nothing noted.

CHAIRMAN'S REPORT

a. **Board Subcommittee Reports:**

Communications Subcommittee: Mr. Gelston reported that a final draft is circulating with the Board of Finance members and it is anticipated that it will be sent to *East Haddam News* for publication by the end of the week.

Financial Policies: Mr. Thomas reported that the Committee is working on new tools to make the long-range capital needs committee process easier and better. The Committee is scheduled to meet again February 25.

Mr. DiCristofaro encouraged watchers to send questions or comments to bof@easthaddam.org.

FIRST SELECTMAN'S REPORT

Mr. Smith reported:

- Neptune Avenue is moving along well given the weather. May 1 is the targeted completion date.
- Tree removal is proceeding, maples are being targeted.
- The snow removal budget was in great shape until February.
- Looking into broadband issues, with so many working and learning from home we need a push.
- Union negotiations are ongoing and upcoming.
- Staff is busy putting together budgets.

Mr. Smith inquired whether East Shore Drive was properly plowed this time. Mr. Thomas responded affirmatively.

FINANCE DIRECTORS REPORT

Mrs. Varricchio reported that a one-page, two-sided citizens guide will be included in this Thursday's paper. Because of uncertainties surrounding COVID-19, the guide mostly directs people to the Town's website. Mrs. Varricchio reported that the Board of Selectmen have a workshop scheduled for Saturday. Mrs. Varricchio stated that the Annual Report will include a chronology of why the budget was done the way it was for historical purpose.

LIAISON REPORTS

Mr. DiCristofaro advised that he has met with the Board of Education and the Fire Department. The Board of Education anticipates approving its budget tomorrow.

Mr. Gelston advised that he met with Mr. Smith, Mrs. Varricchio and Mr. Hedler regarding the Public Works budget.

Mr. Thomas advised that he has had conversations with the Town Clerk and the Library Director.

Mrs. Varricchio was asked to remind members which departments they are liaison for.

OLD BUSINESS

Nothing noted.

NEW BUSINESS

a. Grant Acceptance—FY 2021 Comprehensive DUI Enforcement Grant:

Mr. DiCristofaro advised that the police have been awarded the DUI grant.

Motion by Mr. Dutch to accept the FY 2021 Comprehensive DUI Enforcement Program for Resident Trooper towns in the amount of $16,162.50 with no town match. Due to the COVID-19 pandemic and response, Governor's Executive Order 7CC issued April 21, 2020 permits the municipality's legislative body (Board of Selectmen) and budget making authority (Board of Finance) to authorize certain actions by a majority vote of each such body to include (1) the application for or acceptance of any grants, funding or gifts. Mr. Gelston seconded the motion and it was unanimously approved. Motion carried.

b. Grant Authorization and Acceptance – Bob's Discount Furniture Charitable Foundation Inc.:

The Fire Department applied for a grant for furniture from Bob's Discount Furniture.

Motion was made by Mr. Dutch to authorize the grant application and to accept a Grant from Bob's Discount Furniture Charitable Foundation Inc in the amount of $2,500 for furnishings at Company #2 Firehouse. Due to the COVID-19 pandemic and response, Governor's Executive Order 7CC issued April 21, 2020 permits the municipality's legislative body (Board of Selectmen) and budget making authority (Board of Finance) to authorize certain actions by a majority vote of each such body to include (1) the application for or acceptance of any grants, funding or gifts. Mr. Corbett seconded the motion and it was unanimously approved. Motion carried.

c. Chatham Health District COVID-19 Funding Request:

At the request of Mr. DiCristofaro, Mr. Smith noted that Chatham Health has gone well over budget regarding necessary expenses associated with COVID-19. They have asked for additional funding from all member towns, who received assistance in Federal Funds pursuant to COVID. Mr. Smith noted that the funds have been spent, however, the request was valid, he identified the shortfalls Chatham is reporting. Mrs. Varricchio noted that the funding could come from the Contingency Fund or a special appropriation. It was noted that $12,523.40 equates to East Haddam's share. It was further noted that the balance in Contingency is $82,200.00.

Responsive to inquiry from Mr. Thomas, Mr. Smith advised that this request is to cover through to June 30, 2021. Mr. DiCristofaro solicited input from each member regarding concerns and funding options. It was determined that this expenditure met the criteria of the Contingency Fund.

Motion by Mr. Thomas to transfer $12,523.40 from the Board of Finance Contingency Fund to the Chatham Health District budget to provide them with additional funding due to their expenses related to COVID-19. Mr. Corbett seconded the motion and it was unanimously approved. Motion carried.

d. Library System Grant Application Authorization—American Library Association:

The American Library Association is offering grants up to $3,000 to be utilized on hosting community conversations in three distinct areas related to job growth. Examples included resume building to operating a business and human resource management and marketing. No town match is required.

Motion was made by Mr. Dutch to authorize a grant application in the amount of $3,000 for the East Haddam Library System with the American Library Association with no town match. Mrs. Gionta seconded the motion and it was unanimously approved. Motion carried.

GUESTS AND AUDIENCE COMMENTS

None received.

EXECUTIVE SESSION—CENTERBRIDGE PROPOSAL

First Selectman Robert Smith called the Board of Selectmen meeting to order at 7:32 pm and noted that Mrs. Quinn and Ms. Govert were in attendance.

Chairman William Gerrish of the East Haddam the East Haddam Village Revitalization Committee noted that they did not have a quorum, but that he, Melanie Kolek, and James Curtin were present.

Mr. DiCristofaro invited Mr. Gerrish, Mrs. Kolek and Mr. Curtin, along with Mrs. Zemienieski and Mrs. Varricchio into the executive session.

Motion was made by Mr. Dutch to enter executive session at 7:33 pm to discuss the Centerbridge Proposal. Mrs. Gionta seconded the motion and it was unanimously approved. Motion carried.

Motion was by Mr. Smith to enter executive session at 7:33 pm to discuss the Centerbridge Proposal. Mrs. Quinn seconded the motion and it was unanimously approved. Motion carried.

ADJOURNMENT

The Board of Selectmen returned to regular session at 8:44 pm. No motions or decisions were made.

The Board of Finance returned to regular session at 8:44 pm. No motions or decisions were made.

There being no additional business to discuss, a motion was made by Mr. Smith to adjourn the Board of Selectmen meeting at 8:44 pm. Mrs. Quinn seconded the motion and it was unanimously approved. Motion carried.

There being no additional business to discussion, a motion was made by Mrs. Gionta to adjourn the Board of Finance meeting at 8:45 pm. Mr. Dutch seconded the motion and it was unanimously approved. Motion carried.

Respectfully submitted,

Bruce Dutch
Board Secretary