TOWN OF EAST HADDAM
Board of Finance
Regular Meeting Minutes
June 13, 2022
Municipal Office Complex
Meeting Rooms 1 and 2
Via Zoom and YouTube Live

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Ms. Gionta called the meeting to order at 7:04 pm and the Pledge of Allegiance was recited.

In attendance:

Board of Finance Members:
- Tracey Gionta, Chairman
- Joseph Corbett
- Todd Gelston
- Tracey Gionta
- Harvey Thomas
- Rebecca Whatley

Others:
- Sharon Wheeler

APPROVAL OF MINUTES

a. **Special Meeting, May 24,2022:**

The review and approval of the minutes of the Special Meeting of May 24, 2022 were postponed.

GUESTS AND AUDIENCE COMMENTS

There were no guest or audience comments.

CORRESPONDENCE

Ms. Gionta reported that she had received a letter from Marc Pisciotti, Chairman of the Board of Education (BOE) regarding upcoming union negotiations. Ms. Gionta read Mr. Pisciotti's letter to the Board in which he stated that the current contract with the teachers expires on June 30, 2023 and, per state statute, negotiations must begin no later than August 4, 2022; further, that the Board of Education must meet and confer with the Board of Finance within 30 days of the commencement of the negotiations so that the Board of Finance can provide fiscal input. Lastly, Mr. Pisciotti's letter stated that a member of the Board of Finance may attend the negotiations if the Board so chooses.

There was a brief discussion regarding next steps.

CHAIRMAN'S REPORT

a. Tax Collector's Report:

Ms. Gionta called the Board's attention to a copy of the Tax Collector's report in their meeting packets for the first quarter of 2022.

b. Board Subcommittee Reports:

i. Communications – Mr. Gelston noted that the Communications Subcommittee will be scheduling a meeting to discuss the next topic.

ii. Long-Range Capital Improvements Committee – Mr. Thomas reiterated that there are several minor improvements that could be made to the Committee's procedures. He stated that he will meet with Ms. Gionta following this meeting to discuss making appropriate revisions in the Board's Financial Policies.

iii. Financial Policies – Mr. Thomas stated that he and Ms. Gionta met and developed a plan on how to proceed with making updates to the Board's Financial Policies and, following tonight's meeting, they will schedule a follow-up meeting.

FIRST SELECTMAN'S REPORT

The First Selectman was not in attendance and discussion of this agenda item was postponed.

FINANCE DIRECTOR'S REPORT

The Town's Finance Director position is currently vacant so discussion of this agenda item was postponed. Ms. Gionta noted that they are currently interviewing applicants to fill the position.

LIAISON REPORTS

The following liaison reports were made:

- Ms. Whatley advised that the Library System is hosting a discussion about the future of libraries at the Rathbun Library, at 6:30 pm on June 15th. She advised that Maureen Sullivan, the former head of the American Library Association, will lead the discussion concerning the challenges libraries will be facing in the decades ahead and what services they will offer. Ms. Whatley stated that the Board and members of the public are invited to attend.

- Mr. Corbett reported that he met with Public Works Superintendent Hedler who provided him with the status of several pieces of equipment that the department has been authorized to replace, as well as other budgetary updates. Mr. Corbett read an email he received from Mr. Hedler, which stated the following:

    - The cost of the 2023 model of Truck #13 has increased $11,300 over the last 6-months.
    - The cost of the FY 2021-22 replacement trucks also increased leaving insufficient funds to purchase the 7-year warranties.

- The cumulative cost of the 7-year warranties for the trucks is $21,300.
- The sweeper, replacement flail mower head, and John Deere mower all came in under budget and can be ordered as soon as purchase orders are issued.
- The FY 2021-2022 Snow & Ice budget has a surplus of $53,937.10; and last year the Board of Finance authorized transferring the surplus to the Tree Removal budget.

Mr. Corbett commended Mr. Hedler's efforts to manage the replacement equipment expense. There was a general discussion and Ms. Gionta stated she would follow-up with Ms. Varricchio and the First Selectwoman on how to proceed and report back to the Board.

OLD BUSINESS

There was no old business discussed.

NEW BUSINESS

a. Gift Acceptance – Consumer Reports: Senior Center and Food Bank:

Ms. Gionta called the Board's attention to a letter in their meeting packets dated May 16, 2022 from Jennifer Stockburger, Director, Auto Operations, Consumer Reports, Inc. regarding donations to the East Haddam Food Bank and Senior Center.

Motion was made by Mr. Gelston to accept a gift from Consumer Reports for the Senior Center in the amount of $10,000 for the Senior Meal Program (revenue account 29545-44877 and expense account 29544230-58400) and to recommend that the Board of Selectmen schedule a Town Meeting for approval. Mr. Corbett seconded the motion and it was unanimously approved. Motion carried.

b. Grant Acceptance – M. Jones Fund at the Community Foundation of Middlesex County:

Ms. Gionta called the Board's attention to a letter in their meeting packets dated May, 2022 from Thayer Talbott, Vice President, Programs & Operations, Community Foundation of Middlesex County, advising East Haddam Recreation Director Conroy of a grant awarded for the Department's summer youth camps.

Motion was made by Ms. Whatley to accept a grant from the M. Jones Foundation at the Community Foundation of Middlesex County, in the amount of $1,000 in support of summer youth camps (revenue account 28045-44709-1040 and expense account 28045033-69000-R1010), contingent upon Board of Selectmen acceptance at their June 15, 2022 meeting, and to recommend that the Board of Selectmen schedule a Town Meeting for approval. Mr. Gelston seconded the motion and it was unanimously approved. Motion carried.

c. **Board of Education Transfer to Reserves Request:**

Ms. Gionta called the Board's attention to a letter in their meeting packets dated February 15, 2022 from Superintendent Reas requesting the unexpended balance of funds in the Board of Education's General Fund budget be transferred to their Capital Reserve Fund.

Motion was made by Ms. Whatley to approve a transfer in the amount of $126,158.84 from the General Fund (10549010-58928) to the Board of Education Capital Reserve Fund (3320-10506-25790) and to recommend that the Board of Selectmen schedule a Town Meeting for approval. Mr. Corbett seconded the motion and it was unanimously approved. Motion carried.

ADJOURNMENTs

Motion was made by Mr. Gelston to adjourn at 7:20 pm. Ms. Whatley seconded the motion and it was unanimously approved. Motion carried.

Respectfully submitted,
/s/
Bruce Dutch
Secretary