TOWN OF EAST HADDAM
Board of Finance
Special Meeting Minutes
May 10, 2022
Nathan Hale-Ray High School Library
Via YouTube Live Audio Only

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Ms. Gionta called the meeting to order at 6:30 pm and the Pledge of Allegiance was recited.

In attendance:

Board of Finance Members:
- Tracey Gionta, Chairman
- Bruce Dutch, Secretary
- Joseph Corbett
- Harvey Thomas
- Rebecca Whatley

Others:
- Lisa Conroy, Recreation Director
- Denise Dill, Tax Collector
- Cindy Varricchio
- And other members of the public

APPROVAL OF MINUTES

a. **Regular Meeting, February 7, 2022**:

The Board reviewed the minutes of the February 7, 2022 meeting.

Motion was made by Mr. Dutch to approve the minutes of the regular meeting of February 7, 2022. Mr. Thomas seconded the motion and it was unanimously approved. Motion carried.

b. **Special Meeting, March 7, 2022:**

The Board reviewed the minutes of the March 7, 2022 meeting.

Motion was made by Mr. Dutch to approve the minutes of the special meeting of March 7, 2022. Mr. Thomas seconded the motion and it was unanimously approved. Motion carried.

c. **Special Meeting, March 12, 2022:**

The Board reviewed the minutes of the March 12, 2022 meeting.

Motion was made by Mr. Corbett to approve the minutes of the special meeting of March 12, 2022. Ms. Whatley seconded the motion and it was unanimously approved. Motion carried.

d. **Special Meeting, March 19, 2022:**

The Board reviewed the minutes of the March 19, 2022 meeting and Ms. Varricchio stated she would add the first name for Ms. Halliday in the list of attendees.

Motion was made by Mr. Thomas to approve the minutes of the special meeting of March 19, 2022 as amended. Mr. Dutch seconded the motion and it was unanimously approved. Motion carried.

e. **Special Meeting, March 21, 2022:**

The Board reviewed the minutes of the March 21, 2022 meeting.

Motion was made by Mr. Dutch to approve the minutes of the special meeting of March 21, 2022 as written. Ms. Whatley seconded the motion and it was unanimously approved. Motion carried.

f. **Special Meeting, April 2, 2022:**

The Board reviewed the minutes of the April 2, 2022 meeting.

Motion was made by Mr. Dutch to approve the minutes of the special meeting of April 2, 2022 as written. Mr. Thomas seconded the motion and it was unanimously approved. Motion carried.6

g. **Special Meeting, April 26, 2022 (6 pm):**

The Board reviewed the minutes of the April 26, 2022 (6 pm) meeting.

Motion was made by Mr. Thomas to approve the minutes of the special meeting of April 26, 2022 (6 pm) as written. Mr. Dutch seconded motion and it was unanimously approved. Motion carried.

h. **Special Meeting, April 26, 2002 (following Public Hearing):**

The Board reviewed the minutes of the April 26, 2022 (post Public Hearing) meeting.

Motion was made by Mr. Dutch to approve the minutes of the special meeting of April 26, 2022 (post Public Hearing) as written. Mr. Corbett seconded the motion and it was unanimously approved. Motion carried.

CORRESPONDENCE

Ms. Gionta called the Board's attention to an email that she received from Mr. Robert Simmons expressing his disappointment with the proposed FY2021-2022 budget and associated mill rate increase. His email stated, "*… surely cuts and deferrals can be made to avoid a rate increase using some of the Town's surplus funds as a temporary measure".* Mr. Simmons' also expressed dissatisfaction with the Board of Education's budget and programs and the Town's capital budget.

CHAIRMAN'S REPORT

a. **Tax Collector's Report:**

Discussion of this agenda item was postponed.

b. **Board Sub-Committee Reports:**

i. Communications – Ms. Varricchio advised that the budget related articles would be submitted to the East Haddam News for publication in an upcoming edition.

ii. Long Range Capital Improvements Committee – Mr. Thomas advised that, during the recent budget review sessions, he identified several minor revisions that can be made to the Capital Improvements policies/procedures to expedite the review process. He stated he would draft the revisions prior to the next budget cycle.

iii. Financial Policies – Ms. Gionta advised that she and Mr. Thomas will collaborate on drafting any needed adjustments and changes to the Financial Policies and will also draft a strategic plan for the Board's consideration.

FIRST SELECTMAN'S REPORT

Discussion of this agenda item was postponed.

FINANCE DIRECTOR'S REPORT

a. March YTD Budget Report:

Ms. Varricchio noted that the current fiscal year is 75% complete and reviewed how several line-items were tracking. She advised that overall expenditures are currently at 65% of budget and revenue collection is at 84% of budget.

LIAISON REPORTS

There were no updates provided on the Board's liaison assignments.

NEW BUSINESS

a. **Grant Application Approval – Connecticut State Department of Education—Summer Enrichment Grant Programs:**

Ms. Gionta advised that this grant requires a Town match; however, the match could be satisfied by providing in-kind services. Recreation Director Conroy provided additional background information regarding this grant.

Motion was made by Mr. Dutch to approve a grant application be submitted to the Connecticut State Department of Education—Summer Enrichment Grant Programs for $15,000, with a Town match of $15,000. Mr. Corbett seconded the motion and it was unanimously approved. Motion carried.

b. **Grant Application Approval – Aquarian Environmental Champion Awards Program:**

Discussion of this agenda item was postponed.

c. **Tax Suspense List:**

Ms. Gionta called the Board's attention to a Tax Suspense List provided by the Tax Collector. Tax Collector Dill responded to a question raised by Ms. Whatley and provided clarification. She also provided a history of the value of the Town's Tax Suspense Lists over the past several years.

Motion made by Mr. Dutch to approve the Tax Suspense List, as provided by the Tax Collector, in the amount of $48,433.34. Ms. Whatley seconded the motion and it was unanimously approved. Motion carried.

Ms. Varricchio informed the Board that there are two follow-up items, related to the Board of Education's budget and the appointment of the auditor, that they must address at their May 24th meeting.

ADJOURNMENT

Motion was made by Mr. Dutch to adjourn at 6:57 pm. Ms. Whatley seconded the motion and it was unanimously approved. Motion carried.

Respectfully submitted,
/s/
Bruce Dutch
Secretary