

Board of Finance Minutes
3 Primrose Street, Newtown – Newtown Municipal Center
Thursday February 22, 2024

These minutes are subject to approval by the Board of Finance.

Present: James Gaston, Steve Goodridge, John Fletcher, Bryce Chinault, Janette Lamoureaux and Barney Molloy

Also Present: First Selectman Jeff Capeci, Finance Director Robert Tait

Chairman James Gaston called the meeting to order at 7:30pm.

Voter Comment none

Communications none

Mr Molloy made a motion to approve the minutes of 2/21/24 meeting. Second by Mr Goodridge - approved

Mr Molloy made a motion to add a transfer of \$40,000 from Contingency to Repair and Maintenance Services (fire) to the agenda. Second by Mr Fletcher – approved

Mr Molloy moved to approve the motion to add a transfer of \$40,000 from contingency to Repair and Maintenance Services. Second by Mr Goodridge - approved

Mr Chinault made a motion to add to the agenda a resolution providing for an appropriation totaling \$250,000 to be used for an outdoor playscape at the Newtown Community Center as approved in the 2024-25 Capital Improvement Plan. To be funded from the Newtown Community Center special revenue fund. Second by Mr Goodridge - approved

Mr Molloy moved to approve the resolution providing for an appropriation totaling \$250,000 to be used for an outdoor playscape at the Newtown Community Center as approved in the 2024-25 Capital Improvement Plan. To be funded from the Newtown Community Center special revenue fund. Second by Mr Chinault _ approved

Mr Molloy made a motion to add to the agenda a resolution providing for an appropriation totaling \$500,000 to be used for: a new auxiliary pool HVAC system as approved in the 2024-25 Capital Improvement Plan. To be funded from the Capital and non-recurring fund in the amount of \$250,000 and the Newtown Community Center special revenue fund in the amount of \$250,000. Second by Ms Lamoureaux - approved

Mr Fletcher moved to approve the resolution providing for an appropriation totaling \$500,000 to be used for a new auxiliary pool HVAC system as approved in the 2024-25 Capital Improvement Plan. To be funded from the Capital and non-recurring fund in the amount of \$250,000 and the Newtown Community Center special revenue fund in the amount of \$250,000. Second by Mr Molloy - approved

First Selectman's report - The last interview for Finance Director was done today and a unanimous decision was made. This requires approval by Board of Selectman, Board of Finance and then Legislative Council. They all need to approve the recommendation and have executive discussion to approve. The Board of Selectmen would like to try to have a meeting a 7:00 Monday night and include members from each of the three boards into the executive session. The nominee has requested a four week notice to their current employer.

Finance Director report. The meeting with Standard and Poors went well today and their rating should be in by the end of next week.

New Business

Mr Gaston opened up the meeting to the members for discussion on the proposed budget.

Mr Fletcher thinks the BOS budget is reasonable, all the questions have been answered and explained. The BOE is thoughtful but may be harder due to the increase. He is not comfortable with the increase from the Superintendent's budget and the BOE budget. He loves supporting the schools but this is uncomfortable.

Mr Chinault agrees with being uncomfortable with the difference between the two budgets. Do we know when the High School added the four Vice Principals and the stated purpose? What were the enrollment at those times and what overlaps would the Dean of Students would have?

The college and careers of students are listed of recent graduates but ultimately what is the success rate? Mr Chinault asked for clarification on the tax increase chart given at Wednesday night's meeting.

Mr Goodridge does not think the BOS budget is out of line. We all want good education and would love to give the money and see results. Test scores have been down since before Covid and we are just throwing money at it. The last three years the BOE budget has been jumping drastically. There are different budgets. There is a mission statement and no results are demonstrated. Items are asked from Middle School and Hawley partly due to cuts in prior years. They received AARPA funds from the Borough for books that were cut after this budget was set. Was this considered? Can the town provide the yardwork instead of hiring a company? Food service equipment repair could come out of the fund balance.

Mr Gaston BOS budget is basically contractual wages. He would like to hire an additional police officer to help with the smoothing of increasing the force size as needed to cover mandates over several years. This would basically pay for itself in saved overtime. BOE budget is pay now pay later and part of this budget is to make up for last year. There has always been shared work between Park and Rec and BOE. Fund balance is for planning and this is a recent change. One thing he is struggling with is the two new administrators. Mr Gaston would prefer to allow one and evaluate whether it would work.

Ms Lamoureux feels BOS budget doesn't really have any issues. An additional officer is a good idea to offset overtime and reduce stress on officers. BOE has a bigger increase and a bigger number. Is there room in supplies? Can we get information post graduation to see how we are doing. Evaluating is not really about test scores because there are no consequences for their scores. The feedback she has gotten is there is a big behavior problem and that is the reason for the Dean of Students. Would like to see post graduate statistics for a gauge.

Mr Molloy stated the personnel addition after the Superintendent budget increased the budget from 4.99% to 5.5%. Mr Molloy sent a question regarding traffic stops and ticket information to be forwarded to the chief. Will adding an officer impact contract negotiations? That should not make a difference according to Mr Capeci.

Jeff looked at last year's budget, last year the budget was reduced by 3/10 of a percent. He has different charts than the police and they are looking for the difference before they add an officer. The chief is looking into a grant to add an officer. Mr Capeci will check on the grant opportunity for Monday.

Mr Tait explained how tax credits work when levying taxes and how the mill rate is determined. Current mill rate 26.43% in answer to Mr Chinault's question.

Voter Comment none

Announcements The next meeting will be Monday at 7:30 but the BOS meeting at 7:00 will include an executive session which will invite BOF and LC to discuss Finance Director position.

Mr Molloy moved to adjourn the meeting. Mr Fletcher 2nd the motion.

Mr Gaston adjourned the meeting at 8:22pm.

Respectfully submitted,

LeReine Frampton, temporary clerk

TOWN OF NEWTOWN

2024 - 2025 BUDGET - BOARD OF FINANCE RECOMMENDED ADJUSTMENTS

MEETING DATE: 03/22/2024

| MEETING DATE: 03/22/2024 | 2024-2025 BUDGET | BOARD OF | 2024-2025 BUDGET | |
|---------------------------------|------------------|-------------|------------------|--|
| | BOS / BOE | FINANCE | BOARD OF FINANCE | |
| FUNCTION / DEPARTMENT / ACCOUNT | PROPOSED | ADJUSTMENTS | RECOMMENDED | COMMENTS |
| DEBT SERVICE | | | | |
| DEBT SERVICE | | | | |
| Bond Principal | 7,501,373 | (40,000) | 7,461,373 | To adjust the principal and interest payment estimate on the new bond issue (on March 19th) to reflect current estimates. |
| Bond Interest | 2,324,043 | (90,000) | 2,234,043 | |
| OTHER FINANCING USES | | | | |
| TRANSFER OUT - TO OTHER FUNDS | | | | |
| Transfer Out | - | 130,000 | 130,000 | To change the increase in medical self-insurance contributions from 9% to 10% per the Employee Medical Benefits Board recommendation |

**BOARD OF SELECTMEN
REGULAR MEETING
TUESDAY, FEBRUARY 20, 2024, 7:30 P.M.
COUNCIL CHAMBER
NEWTOWN MUNICIPAL CENTER, 3 PRIMROSE STREET, NEWTOWN, CT**

This meeting can be viewed, live stream, at <https://vimeo.com/event/729428>

AGENDA

CALL TO ORDER

SALUTE TO THE FLAG

VOTER COMMENTS

COMMUNICATIONS

ACCEPTANCE OF MINUTES: 2/5/24

FINANCE DIRECTOR'S REPORT

NEW BUSINESS:

Discussion and Possible Action:

1. **Transfer:** \$40,000 from Contingency to Repair & Maintenance Services (Fire)
2. **Resolution** providing for an appropriation totaling \$250,000 to be used for: an outdoor playscape at the Newtown Community Center as approved in the 2024-25 Capital Improvement Plan. To be funded from the Newtown Community Center special revenue fund.
3. **Resolution** providing for an appropriation totaling \$500,000 to be used for: a new auxiliary pool HVAC system as approved in the 2024-25 Capital Improvement Plan. To be funded from the Capital & Non-recurring fund in the amount of \$250,000 and the Newtown Community Center special revenue fund in the amount of \$250,000.

RECURRING BUSINESS:

Discussion and Possible Action:

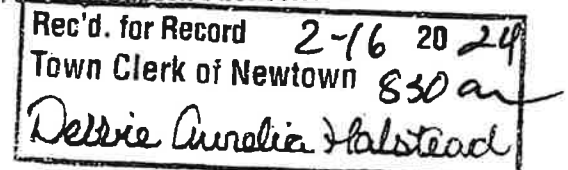
1. **Appointments/Reappointments**
2. **Driveway Bond Release/Extension**
3. **Tax Refunds**

VOTER COMMENTS

ANNOUNCEMENTS

ADJOURNMENT

A. Jeffrey Capeci, First Selectman



If you plan to attend this meeting and require assisted hearing devices, please contact the Office of the First

**TOWN OF NEWTOWN
APPROPRIATION (BUDGET) TRANSFER REQUEST**

FISCAL YEAR **2023 - 2024** **DEPARTMENT** Fire **DATE** 2/15/24

FROM: Account **Amount**
101245700000-5899CONTINGENCY **(40,000)** USE NEGATIVE AMOUNT

TO: Account **Amount**
101123200000-5430REPAIR & MAINTENANCE SERVICES **40,000** USE POSITIVE AMOUNT

REASON:

Transfer from Contingency. See attached memo.

AUTHORIZATION:

date:

(1) DEPARTMENT HEAD

(2) FINANCE DIRECTOR

(3) SELECTMAN

(4) BOARD OF SELECTMEN

(5) BOARD OF FINANCE

(6) LEGISLATIVE COUNCIL

[Signature]
Joseph Capri
Joseph Capri

2/15/24
2/21/24
2/21/24

AUTHORIZATION SIGN OFF

FIRST 335 DAYS >>>>WITH IN A DEPT.>>>>LESS THAN \$50,000>>>> (1), (2) & (3) SIGNS OFF; MORE THAN \$50,000>>>> (1), (2), (3) & (5)

>>>>ONE DEPT TO ANOTHER>>>>LESS THAN \$200,000>>>>ALL EXCEPT (6); MORE THAN \$200,000>>>>ALL SIGN OFF

AFTER 335 DAYS >>>>(1), (2), (3), (5) & (6)

ANY AMOUNT FROM CONTINGENCY>>>> ALL SIGN OFF

To Robert Tait,

The Board of Fire Commissioners is requesting funds to cover the cost of removing class B firefighting foam. Class B foam is primarily used to extinguish flammable liquids and petroleum fires (vehicle fires). CT-DEEP (Department of Energy and Environmental Protection) has outlawed the use of class B foam because of health and environmental issues which have required the Town of Newtown and the Board of Fire Commissioners to take action to comply with this state mandate.

The Town of Newtown has three fire trucks that carry this firefighting foam that was identified as having banned additives (PSAF). The State of CT has produced a compliant procedure to rid the Town Fire Departments of this foam and has put in place a procedure to reimburse for the work performed. The reimbursement is on a first come first served basis and therefore needs to be initiated soon. Three in-state companies were quoted for the work required including proper disposal as required by DEEP procedures. An amount of **\$13,066.70** was lowest quoted to do the work.

The Board of Fire Commissioners will initiate this process and has funds to temporarily cover the cost from its own budget. Not knowing the timeline of the State of CT for reimbursement this money will need to be replenished so we can continue to pay expenses for the remainder of the 2023-2024 budget.

The Board of Fire Commissioners is also requesting additional funds to be added to the truck repair line item to cover unexpected costly repairs. We have had several major repairs this year. The BOFC truck repair line item is designed for annual inspections and maintenance not major fire pump and engine repairs. Because of these additional repairs we have a deficit in this account. The amount of **\$25,000.00** is being requested to cover an expected deficit of \$12,000 by the end of this month with additional funds to hopefully take this account to the end of the budget year. In total we are requesting \$38,066.70

Tim Whelan
2/13/2024

A resolution providing for an appropriation totaling \$250,000 to be used for: an outdoor playscape at the Newtown Community Center as approved in the 2024-25 Capital Improvement Plan. To be funded from the Newtown Community Center special revenue fund.

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