

BOARD OF FINANCE
MINUTES
REGULAR MEETING
3 Primrose Street – Council Chambers
Monday, August 25, 2022 at 7:30 p.m.

These minutes are subject to approval by the Board of Finance

Present: John Madzula, Steven Goodridge, Erica Sullivan and Sandy Roussas

Absent: Laura Miller and Chandravir Ahuja

Also Present: First Selectman Dan Rosenthal and one member of the Public

Chair Madzula called the meeting to order at 7:36 p.m. Attendees saluted the American Flag.

Voter Comments

None

Communications

Chair Madzula shared with the Board about being mindful of speaking closer to the microphone while sharing during meetings. He also welcomed back Sandy Roussas to the Board and thanked her for serving the Town.

Minutes

Erica Sullivan moved to approve the minutes from August 8, 2022. Steve Goodridge seconded. All in favor and motion passes.

First Selectman's Report

The First Selectman reported regarding the joint board meeting in June and shared the LC approved making the application for historic credits at it's last meeting. BOS followed suit this past Monday. The First Selectman shared this leaves open the possibility for additional credits. The Board discussed the variables around these credits. The First Selectman shared year end is upcoming and the Town is in good financial standing. Finance Director will share more at the next meeting.

Finance Director's Report

No Report

New Business

Amendment to the 2022-23 Legislative Council Approved CIP for a Public Works Front Bucket Loader (\$300,000 to be funded by the ARP funds)

Erica Sullivan made a motion to approve the amendment to the 2022-23 Legislative Council Approved CIP for a Public Works front bucket loader in the amount of \$300,000 to be funded by the ARP funds. Sandy Roussas seconded. All in favor and motion passes.

American Rescue Plan (ARP) Appropriation related to Public Works, Student, Tutoring, Child/Youth Enrichment

Erica Sullivan made a motion to approve the resolution providing for an appropriation totaling \$420,000 to finance a Public Works front bucket loader in the amount of \$300,000, a student tutoring support program in the amount of \$100,000 and a child/youth enrichment fund in the amount of \$20,000 to be funded from the American Rescue Plan (ARP) grant. Sandy Roussas seconded. All in favor and motion passes.

The First Selectman shared the Human Services Department is working with teachers who are willing to work within the program. Students will be able to visit a tutor and it is afforded by this appropriation. Youth Enrichment supplements after school sports and activities for income-strained families.

Unfinished Business

None

Voter Comments

None

Announcements

Chair Madzula shared there is Mary Hawley Day on Sunday.

Adjournment

Erica Sullivan made a motion to adjourn. Sandy Roussas seconded. All members were in favor and the meeting was adjourned at 8:09pm.

Respectfully submitted,
Kiley Morrison Gottschalk, Clerk

Attachments

Appropriation

A resolution providing for an appropriation totaling \$420,000 to finance a Public Works front end bucket loader (\$300,000); a student tutoring support program (\$100,000); and a child/youth enrichment fund (\$20,000) . To be funded from the American Rescue Plan (ARP) grant.

\$420,000 requested appropriation was recommended by the ARP Working Group on 07/28/2022.

The ARP Working Group is comprised of the following:

Board of Selectmen

- Ed Schierloh *

Board of Finance

- Open
- Erica Sullivan *

Legislative Council

- Charles Gardner *
- Matthew Mihalcik *
- Michelle Ku *

Ex-officio

- First Selectman, Dan Rosenthal *

* Present

Tim Whelan
Fleet Foreman

203-270-4300
203-426-9968 Fax



TOWN OF NEWTOWN
DEPARTMENT OF PUBLIC WORKS
4 Turkey Hill Road
Newtown, CT 06470

To: Bob Tait

From: Tim Whelan

Re: Justification for ARP funding

Date: May, 23 2022

Public works has requested ARP funding to replace our front bucket loader. This loader is our primary machine that loads and unloads our fleet as well as all the contractors we hire throughout our season. This loader is responsible for loading our trucks with salt sand in the winter as well as stockpiling our salt and sand products. Used with our screening plant it recycles old materials to make new materials for various road jobs as well as supporting the everyday duties at the transfer station. This 16 year old front bucket loader has 29,000 operating hours; it suffers from very expensive repair costs, and frame/body rot due to years loading and stockpiling winter salt. This machine is the backbone of our operation. We would expect 15 to 20 years of service from this loader.

ARPA Funds to the Department of Human Services (DHS) to support Newtown Residents:

Enrichment

\$20,000 has been approved to supplement current funding to allow for Newtown children and youth to participate in enrichment activities, who would not otherwise be able to do so due to financial constraints in the household. Activities may include the creative arts, athletics, or academic enhancement. Participation in extracurricular, enrichment activities is directly related to the physical and emotional health of children. These opportunities were halted during the height of the pandemic. This aid will allow Newtown children and youth to participate in activities which promote overall health that were not available to them for months during the pandemic.

Tutoring Program

\$100,000 has been approved to create a tutoring program available to Newtown children and youth to address learning loss as a result of COVID 19. A Newtown student, with confirmed financial need, will be eligible for up to 16 sessions of tutoring per calendar year. Students who may benefit for academic support via tutoring will be identified by school staff or parent inquiry. The school district will assist DHS in promoting the program, providing program information/DHS contact to parents of potential recipients, and in identifying a tutor pool.

**TOWN OF NEWTOWN
FINANCIAL IMPACT STATEMENT
(Per Town Charter 6-35(b), 6-40 & 7-25)**

REQUESTING DEPARTMENT PUBLIC WORKS

PROJECT: FRONT END BUCKET LOADER

PROPOSED APPROPRIATION AMOUNT: \$ 300,000

PROPOSED FUNDING:

BONDING	\$	-
GRANT	\$	300,000
LOCAL MATCH	\$	-
OTHER	\$	-
CONTINGENCY	\$	-
IN KIND	\$	-
	\$	<u>300,000</u>

ANNUAL FINANCIAL IMPACT ON OPERATING BUDGET (GENERAL FUND):

List any financial impact your request will have on the Town's annual operating budget.
Attach spreadsheet(s) showing your calculation of the estimated impact.

EXPENDITURE CATEGORY:	**FOR BRACKETS USE NEGATIVE SIGN BEFORE NUMBER**	(POSITIVE IMPACT) / NEGATIVE IMPACT	Attachment #
SALARIES & BENEFITS		***	
PROFESSIONAL SERVICES			
CONTRACTED SERVICES			
REPAIRS & MAINTENANCE			
UTILITIES			
OTHER			
DEBT SERVICE (average)			
TOTAL IMPACT ON EXPENDITURES		\$ -	

REVENUE CATEGORY:	POSITIVE IMPACT / (NEGATIVE IMPACT)	Attachment #
PROPERTY TAXES		
CHARGES FOR SERVICES (FEES)		
OTHER		
TOTAL IMPACT ON REVENUES	\$ -	

TOTAL FINANCIAL IMPACT ON OPERATING BUDGET \$ -

EQUIVALENT MILL RATE OF TOTAL IMPACT

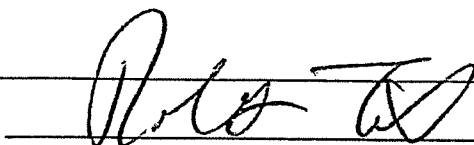
(using current year's information)

0.0000 mills

COMMENTS:

NO MATERIAL IMPACT ON THE BUDGET. THIS REPLACES A 16 YEAR OLD FRONT END BUCKET LOADER. THERE WILL BE LESS MAINTENANCE COSTS.

PREPARED BY:



DATE: 8/1/2022

**TOWN OF NEWTOWN
FINANCIAL IMPACT STATEMENT
(Per Town Charter 6-35(b), 6-40 & 7-25)**

REQUESTING DEPARTMENT NEWTOWN HUMAN SERVICES DEPARTMENT

PROJECT: STUDENT TUTORING SUPPORT PROGRAM

PROPOSED APPROPRIATION AMOUNT: \$ 100,000

PROPOSED FUNDING:

BONDING	\$	-
GRANT	\$	100,000
LOCAL MATCH	\$	-
OTHER	\$	-
CONTINGENCY	\$	-
IN KIND	\$	-
	\$	100,000

ANNUAL FINANCIAL IMPACT ON OPERATING BUDGET (GENERAL FUND):

List any financial impact your request will have on the Town's annual operating budget.
Attach spreadsheet(s) showing your calculation of the estimated impact.

EXPENDITURE CATEGORY:

**FOR BRACKETS USE NEGATIVE SIGN
BEFORE NUMBER**

(POSITIVE IMPACT) /
NEGATIVE IMPACT

Attachment
#

SALARIES & BENEFITS	_____	***	_____
PROFESSIONAL SERVICES	_____		_____
CONTRACTED SERVICES	_____		_____
REPAIRS & MAINTENANCE	_____		_____
UTILITIES	_____		_____
OTHER	_____		_____
DEBT SERVICE (average)	_____		_____
TOTAL IMPACT ON EXPENDITURES	\$	-	_____

REVENUE CATEGORY:

POSITIVE IMPACT /
(NEGATIVE IMPACT)

Attachment
#

PROPERTY TAXES	_____	_____
CHARGES FOR SERVICES (FEES)	_____	_____
OTHER	_____	_____
TOTAL IMPACT ON REVENUES	\$	-

TOTAL FINANCIAL IMPACT ON OPERATING BUDGET

\$ -

EQUIVALENT MILL RATE OF TOTAL IMPACT

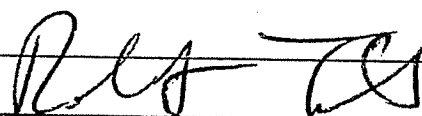
(using current year's information)

0.0000 mills

COMMENTS:

NO MATERIAL IMPACT ON THE BUDGET. ADMINISTRATION OF THE PROGRAM WILL BE SUPPORTED BY CURRENT STAFF. IF IT IS FOUND THAT ADDITIONAL STAFF IS NEEDED THEN AN ADDITIONAL APPROPRIATION WILL BE REQUESTED FROM ARP FUNDS.

PREPARED BY:



DATE: 8/1/2022

**TOWN OF NEWTOWN
FINANCIAL IMPACT STATEMENT
(Per Town Charter 6-35(b), 6-40 & 7-25)**

REQUESTING DEPARTMENT NEWTOWN HUMAN SERVICES DEPARTMENT

PROJECT: CHILD/YOUTH ENRICHMENT FUND

PROPOSED APPROPRIATION AMOUNT: \$ 20,000

PROPOSED FUNDING:

BONDING	\$	-
GRANT	\$	20,000
LOCAL MATCH	\$	-
OTHER	\$	-
CONTINGENCY	\$	-
IN KIND	\$	-
	\$	<u>20,000</u>

ANNUAL FINANCIAL IMPACT ON OPERATING BUDGET (GENERAL FUND):

List any financial impact your request will have on the Town's annual operating budget.
Attach spreadsheet(s) showing your calculation of the estimated impact.

EXPENDITURE CATEGORY:	**FOR BRACKETS USE NEGATIVE SIGN BEFORE NUMBER**	(POSITIVE IMPACT) / NEGATIVE IMPACT	Attachment #
SALARIES & BENEFITS		***	
PROFESSIONAL SERVICES			
CONTRACTED SERVICES			
REPAIRS & MAINTENANCE			
UTILITIES			
OTHER			
DEBT SERVICE (average)			
TOTAL IMPACT ON EXPENDITURES		\$ -	

REVENUE CATEGORY:	POSITIVE IMPACT / (NEGATIVE IMPACT)	Attachment #
PROPERTY TAXES		
CHARGES FOR SERVICES (FEES)		
OTHER		
TOTAL IMPACT ON REVENUES	\$ -	

TOTAL FINANCIAL IMPACT ON OPERATING BUDGET \$ -

EQUIVALENT MILL RATE OF TOTAL IMPACT

(using current year's information)

0.0000 mills

COMMENTS:

NO MATERIAL IMPACT ON THE BUDGET. THIS IS AN EXTENSION OF A PROGRAM ALREADY ADMINISTERED BY THE HUMAN SERVICES DEPARTMENT (USING UNITED WAY ALICE ENRICHMENT FUNDS).

PREPARED BY:



DATE: 8/1/2022

**TOWN OF NEWTOWN
FINANCIAL IMPACT STATEMENT
(Per Town Charter 6-35(b), 6-40 & 7-25)**

REQUESTING DEPARTMENT SENIOR CENTER / COMMUNITY CENTER

PROJECT: 14 SEAT PASSENGER BUS

PROPOSED APPROPRIATION AMOUNT: \$ 90,000

PROPOSED FUNDING:

BONDING	\$	-
GRANT	\$	90,000
LOCAL MATCH	\$	-
OTHER	\$	-
CONTINGENCY	\$	-
IN KIND	\$	-
	<u>\$</u>	<u>90,000</u>

ANNUAL FINANCIAL IMPACT ON OPERATING BUDGET (GENERAL FUND):

List any financial impact your request will have on the Town's annual operating budget.
Attach spreadsheet(s) showing your calculation of the estimated impact.

EXPENDITURE CATEGORY:	**FOR BRACKETS USE NEGATIVE SIGN BEFORE NUMBER**	(POSITIVE IMPACT) / NEGATIVE IMPACT	Attachment #
SALARIES & BENEFITS		***	
PROFESSIONAL SERVICES			
CONTRACTED SERVICES			
REPAIRS & MAINTENANCE			
UTILITIES			
OTHER			
DEBT SERVICE (average)			
TOTAL IMPACT ON EXPENDITURES		<u>\$ -</u>	

REVENUE CATEGORY:	POSITIVE IMPACT / (NEGATIVE IMPACT)	Attachment #
PROPERTY TAXES		
CHARGES FOR SERVICES (FEES)		
OTHER		
TOTAL IMPACT ON REVENUES	<u>\$ -</u>	

TOTAL FINANCIAL IMPACT ON OPERATING BUDGET \$ -

EQUIVALENT MILL RATE OF TOTAL IMPACT

(using current year's information)

0.0000 mills

COMMENTS:

EXCEPT FOR ROUTINE MAINTENANCE, NO MATERIAL IMPACT ON THE BUDGET. GASOLINE COULD BE CALCULATED IN THE COST OF A TRIP AND INCLUDED IN THE TRIP FEE (ACCOUNTED FOR IN THE SENIOR SPECIAL REVENUE FUND). COMMUNITY CENTER RELATED TRIPS WILL BE PAID FOR OUT OF THE COMMUNITY CENTER SPECIAL REVENUE FUND.

PREPARED BY: 

DATE: 5/16/2022