

**Board of Finance**  
**Thursday, March 31, 2022**  
**7:30 pm**  
**Via Webex**

A recording of this meeting can be found here: <https://www.youtube.com/watch?v=9QqDFrpS8SU>.

FINAL MINUTES

MEMBERS PRESENT: Lori Charlton-Chair, John Mitola-Vice Chair, Sheila Marmion-Secretary, Craig Curley, Christopher DeWitt, Mary LeClerc, Kevin Starke, Jack Testani, James Walsh

OTHERS PRESENT: First Selectwoman Brenda L. Kupchick, CFO Jared Schmitt, Budget Director Frank Magneri, Engineering Manager Bill Hurley, WPCF Superintendent John Bodie, FairTV, members of the public

1. Call to Order

Chairwoman Lori Charlton called the meeting to order at 7:32 pm.

2. Pledge of Allegiance

Secretary Sheila Marmion led the Pledge of Allegiance.

3. To hear, consider and act upon a request from the Board of Selectmen to approve, as part of the Commerce Drive and State Street extension bridge project, an appropriation in the amount of \$200,000 to pay for fees associated with the Right-of-Way process and permanent and temporary easements related to the project, of which 100% shall be covered by a MetroCOG LOTCIP grant. (*requires RTM approval*)

Chris DeWitt made a motion to put Item 3 before the Board. Ms. Marmion seconded the motion.

Engineering Manager Bill Hurley said he is requesting an extension of funds for the Commerce Drive and State Street extension bridge. He said the funds are 100% reimbursable through a grant covered by Local Transportation Capital Improvement Program (LOTICIP). He said the funding for design and construction have already been approved.

The motion carried unanimously.

4. To hear, consider and act upon a request from the Board of Selectmen to appropriate \$120,000 from the WPCA Fund Balance to complete the Microgrid Project. (*requires RTM approval*)

John Mitola made a motion to put Item 4 before the Board. Mr. DeWitt seconded the motion.

WPCF Superintendent John Bodie said this appropriation will complete the Microgrid Project that was stalled due to the hardening project and then COVID.

He said the WPCA needs to transfer the funds prior to May 4, 2022 to avoid an increase in cost. James Walsh asked about the solar company that was utilizing the grid for its system and if that company was going to contribute to this project. Mr. Bodie said he was not aware of anything being paid to the Town and that it was set up prior to him taking the Superintendent position.

Mr. Walsh made a motion to postpone this item to a date certain of the next scheduled BOF meeting, Tuesday, April 5, 2022. Jack Testani seconded the motion which carried unanimously.

Mr. Bodie said he will find out the name of the solar company and how to contact it. He said there is a time constraint on this project and if it is not completed by September, the WPCA could lose the grant worth more than \$2,000,000. He said the pricing for supplies needed is also being held until May 4, 2022 and after that, the cost will increase.

5. To hear, consider and act upon a request from the Board of Selectmen to appropriate \$540,000 from the WPCA Fund Balance to replace the Compost Agitator and Dolly at the Waste Water Treatment Facility. *(requires RTM approval)*

Mr. DeWitt made a motion to put Item 5 before the Board. Ms. Marmion seconded the motion.

Mr. Bodie explained that woodchips go through this compost and then are sold to contractors. He said the machine is 16 years old and in a corrosive atmosphere. He said if this machine were to break completely there is no backup. He said a new machine will take up to a year to be delivered.

The motion carried unanimously.

6. Public Executive Session - Budget Vote (no public comment)

Chairwoman Charlton made a motion to put the FY 22-23 budget for \$342,722,874 before the Board. Mr. DeWitt seconded the motion.

Kevin Starke made an amendment to increase Revenue line item 44001 by \$257,639 to match the updated estimate by the Finance Department. Craig Curley seconded the amendment which carried unanimously.

Mr. Curley made an amendment to increase Revenue line 42369 to \$514,898 for the cost of leased cars coming out of the Public Safety fund. Ms. Marmion seconded the amendment which carried 8-1-0 (James Walsh abstained).

James Walsh made an amendment to reduce Revenue line 42312-Conveyance Tax by \$250,000. Jack Testani seconded the motion which failed, 4-5-0 (Walsh, Testani, LeClerc, DeWitt in favor).

Chairwoman Charlton made a motion to accept the amended total amount of \$28,934,215 of non-tax revenue. Craig Curley seconded the motion which carried 6-3-0 (LeClerc, Testani, Walsh opposed).

Chairwoman Charlton made a motion to put the BOE FY 22-23 budget of \$199,991,554 before the Board. Sheila Marmion seconded the motion.

Ms. Marmion made an amendment to increase BOE line 58900 by \$2,500,000 to restore the amount requested by the BOE. Mr. Curley seconded the motion.

There was a lengthy discussion regarding the motion to increase the BOE budget and the BOE budget as a whole.

The amendment carried 5-4-0 (DeWitt, LeClerc, Testani, Walsh opposed).

Chairwoman Lori Charlton made a motion to approve the amended BOE budget in the amount of \$202,491,554. Sheila Marmion seconded the motion which carried 5-4-0 (DeWitt, LeClerc, Testani, Walsh opposed).

The Board then continued making amendments to the Town-side of the budget:

John Mitola made an amendment to reduce Dept. 1070 line 51070 – (Registrar of Voters) Seasonal Payroll by \$60,000 to eliminate payroll based on RTM redistricting. Ms. Marmion seconded the amendment.

There was a discussion about this amendment and possibly putting the money in contingency if it is needed. First Selectwoman Kupchick said the Town Attorney had reached out to the Secretary of State to find out legal requirements for tabulators, but had not heard back. The discussion continued regarding the RTM and the redistricting project.

The motion carried 5-4-0 (DeWitt, LeClerc, Testani, Walsh opposed).

Mr. Mitola made an amendment to increase Dept. 1320 line 52100 Health-Self Insurance by \$336,902 to reflect the amount advised by the outside advisors. Ms. Marmion seconded the amendment which carried 8-0-1 (LeClerc abstained).

Ms. Marmion made an amendment to reduce Dept. 1330 - lines 51010-Regular Payroll (110,517) and 52200-Social Security Contributions (\$8,454) by a total of \$118,971 for the Assistant HR Director. Chairwoman Charlton seconded the amendment.

There was a discussion about this position - whether or not it was needed as an added position and who would take on the responsibilities designated for this position.

The amendment carried 5-4-0 (DeWitt, LeClerc, Testani, Walsh opposed).

Ms. Marmion made an amendment to reduce Dept. 1330 line 53000-IT Software by \$35,000. Mr. Walsh seconded the amendment which carried unanimously.

Mr. Curley made an amendment to reduce Dept. 1330 line 58920-Risk Management Fund-Claims by \$850,000. Kevin Starke seconded the amendment.

There was a detailed discussion on this and taking the Risk Management fund to zero.

The amendment carried 5-4-0 (DeWitt, LeClerc, Testani, Walsh opposed).

Mr. Mitola made an amendment to reduce Dept. 2010 line 58010-Contingency by \$350,000 due to things identified in Executive Session. Ms. Marmion seconded the amendment.

A discussion followed.

The amendment carried 5-4-0 (DeWitt, LeClerc, Testani, Walsh opposed).

Mr. Curley made an amendment to reduce Dept. 4010 line 57000-Capital Outlay by \$125,000 for Fire Department radios. John Mitola seconded the amendment.

A discussion followed.

The amendment carried 5-4-0 (DeWitt, LeClerc, Testani, Walsh opposed).

Mr. Curley made an amendment to increase Dept. 4030 line 57000-Capital Outlay by \$514,898 to offset the prior adjustment to the revenue line. John Mitola seconded the amendment which carried unanimously.

Mr. Mitola made an amendment to increase Dept. 4150 line 58950-Transfers Out by \$4,389 for Health Insurance as advised by outside advisors. Mr. Curley seconded the amendment which carried unanimously.

Mr. Curley made an amendment to reduce Dept. 5030 line 57000-Capital Outlay by \$200,000. Mr. Mitola seconded the amendment carried unanimously.

Mr. Curley made an amendment to increase Dept. 5030 line 57002-Capital Asphalt Paving by \$800,000. Sheila Marmion seconded the amendment which carried 5-4-0 (DeWitt, LeClerc, Testani, Walsh opposed).

Mr. Curley made an amendment to reduce Dept. 6070 line 54320-Maint/Repair Bldg/Grounds by \$90,000. Mr. Starke seconded the amendment which carried 5-4-0 (DeWitt, LeClerc, Testani, Walsh opposed).

There was a net increase in expenses of \$2,327,218 that brings total expenses to \$345,100,092.

Chairwoman Charlton made a motion to recommend the FY 22-23 budget of \$345,100,092 as amended to the RTM. Mr. Curley seconded the motion which carried 5-4-0 (DeWitt, LeClerc, Testani, Walsh opposed).

Chairwoman Charlton made an amendment to increase WPCA Dept. 130 line 52100-Health Self-Insurance by \$19,164 to update the estimate by AON. Mr. Curley seconded the amendment which carried unanimously.

Chairwoman Charlton made a motion to approve the amended WPCA budget in the amount of \$6,884,937. Mr. Curley seconded the motion which carried unanimously.

7. Adjourn

Ms. Marmion made a motion to adjourn the meeting at 12:56 am. Mr. Starke seconded the motion which carried unanimously.

Respectfully submitted,

Pru O'Brien  
Recording Secretary