

Board of Finance Public Budget Hearing #5
Wednesday, March 22, 2023
7:30 pm, Via Webex & In Person @
Fire Training Center - Classroom A102
205 Richard White Way, Fairfield, CT 06824

A recording of this meeting can be found here: [BOF Budget Hearing #5 3.22.2023.](#)

FINAL MINUTES

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

OTHERS PRESENT: CFO Jared Schmitt, Budget Director Frank Magneri, Human Resources Director Cathleen Simpson, Assistant Human Resource Director Peter Ritchie, Engineering Manager Bill Hurley, Associate Actuary Milliman Jennifer Castelhana, Financial Advisor Joel Chamberlain, Financial Consultant Daniel Roche, Town Attorney Jim Baldwin, FairTV, members of the public.

1. Call to Order

Chairwoman Lori Charlton called the meeting to order at 7:41 pm.

2. Pledge of Allegiance

Chairwoman Charlton led the Pledge of Allegiance.

3. Public Comment: 2 minutes per comment

There was no public comment.

4. Discussion on the Following Budgets:

Retiree:

1310 OPEB-Jennifer Castelhana had a presentation included in page 18 of the supplemental back up documents. Ms. Castelhana went through her presentation. First evaluation from Milliman. These evaluations are performed every other year on even years. They will analyze graphic experience as well as asset performance to see how they affect the funded status. Data is captured July 1st. This information determines the contribution that is made to fund future benefits. Ms. Castelhana continued through her presentation. There were investment losses and overall contributions are down.

1310 Pension-Ms. Castelhana went through many different values normal cost, amortization of accrued liability (over 19 years), interest component. There were also investment losses which reflected that the Town liability was 10% lower than expected.

Ms. Castelhana continued through this part of her presentation which can be heard in full here: [BOF Budget Hearing #5 3.22.2023](#)

Administration & General:

1320 Active Employee Benefits (Health and Life) - Joel Chamberlain went through backup documents that were added earlier in the day that reflected projections of active employees and claims. The presentation and discussion can be accessed using the link above.

1330 Human Resources

Operations- HR Director Cathleen Simpson, Assistant HR Director Peter Ritchie: gave an overview of the HR department including services and responsibilities. There are new systems and software being implemented as well as compliance training for all Town employees. FOIA revenue is included in the Miscellaneous line item. Charges for FOIA were discussed. Chairwoman Charlton does not want FOIA fees to be high as that is how the Fill Pile situation was discovered and she does not want people to be deterred to request FOIA. There was a discussion about budget for Risk Management and the Internal Service Fund balance regarding last year's budget, this year and going forward. Ms. Charlton will contact Mr. Magneri regarding Fund Balance, Service Fund and Risk Management.

- Insurance and Claims-page 87, Rob O'Connor and Budget Director Frank Magneri went through this line item. Property Insurance increased 8.5% as it is a hard market right now. CIRMA is higher than in previous years. Claims increased, inflations and other factors have increased this cost. The digester claim was significant. Chairwoman Charlton asked for a summary and breakdown of budget line items. There will be a follow up at Monday's meeting with clarification of insurance and claims.
- Workers Comp- Short schedule in backup materials also page 40. Increasing by 9.23% due to claims history. Last year was lower. PMA Consultant Daniel Roche did not have all the information as he was filling in for our PMA Consultant Ralph Meliso. Om Estimated through development factors for WC. Looks at last five years and data from current year as well as an average of NCCI incurred, NCCI paid (National Council on Compensation) and KPMG reserved (Klynveld Peat Marwick Goerdeler).
- Heart & Hypertension-Mr. Roche said this is estimated using numbers for last 4 years and averaged. This will also be continued at Monday's meeting.

3150 Unemployment Compensation-page 125. This is a flat budget. The actual for FY22 was \$148,000.

Public Works:

5070 Engineering- Engineering Manager Bill Hurley had to leave the meeting.

Finance:

10030 Debt Service-page 221. Estimated interest is \$600,000. Bonds are estimated at \$32.7M as of July 2023. There was a discussion on what to do for FY24.

2020 Fund Balance-page 14. This will also be continued to Monday's meeting.

Please access the link in this document for the full discussions on these items.

5. Adjourn

Kevin Starke made a motion to adjourn. Craig Curley seconded the motion which carried unanimously.

The meeting adjourned at 11:35 pm.

Respectfully submitted,

Pru O'Brien

Recording Secretary