

Board of Finance Special Meeting Minutes

December 9, 2021 06:00 PM

Call to order: Board of Finance Chair, Steve Ezzes called the meeting to order at 6pm. Also in attendance were Board of Finance members Jamie Zeppernick, Rone Baldwin, Amy Gare, Dick Bochinski, Jeff Farr, Michael Imber, Finance Director Rick Darling, Town Administrator Jonathan Luiz and First Selectwoman Samantha Nestor

- 1. Discussion/decision regarding a supplemental appropriation request in the amount of \$77,800 for a comprehensive Town facilities and infrastructure needs assessment study. Samantha Nestor, First Selectwoman; Jonathan Luiz, Town Administrator:** First Selectwoman Samantha Nestor provided an overview of the request explaining the short turnaround time regarding the grant submission due dates. She spoke of the responsibility to the community to maximize these funds that are currently available. First Selectwoman Nestor went into detail on the different grants available; she mentioned previous dates of studies undergone in 1993 for the septic and in 1999 for water. We need an understanding of our current needs in order to be competitive for these applications, and to get a better understanding through needs assessments. There was a discussion amongst the Board of Finance members.

Mr. Imber moved to approve a \$19,500 supplemental appropriation for a septic study conducted by Dymar. This was seconded by Ms. Gare. The motion carried unanimously.

Mr. Imber moved to approve a \$58,800 supplemental appropriation to engage Tecton for a study of Town Facilities. Ms. Gare seconded this. The motion carried 5-2 in favor with Mr. Baldwin and Mr. Zeppernick not in favor.

- 2. Discussion/decision regarding the closeout of prior year capital projects. Rick Darling, Finance Director:** Mr. Darling explained that this is brought to the Board of Finance annually, closing out older projects and taking care of the available balances whether deficit or positive. In this case we have a surplus \$129,767.00 that we can keep in the capital fund. Also included within these close outs are transferring some negative balances to the most current budget appropriation, combining the balances with the vehicle sinking fund and the WIS window repairs project. He also mentioned available funds from the grant for the Fire Department breathing apparatus. The largest deficit item involved an asbestos discovery at the East House. \$18,193 would be transferred to the most current capital project budget and keep \$129,767 in the Capital fund. Mr. Bochinski moved to approve the transfer. Mr. Farr seconded this. The motion carried unanimously.
- 3. Approval of minutes from the November 18th special meeting:** Mr. Farr point to clarify conversation with Mr. Cross – need to indicate that a decision was made to purchase computers in the current budget year rather than lease them and that is where the extra dollars came from. Mr. Bochinski moved to approve the November 18th, 2021 Special Meeting minutes including Mr. Farr's suggestions. Mr. Farr seconded this. The motion carried unanimously.
- 4. Adjourn:** Mr. Imber moved to adjourn the meeting at 7.34pm. Mr. Farr seconded this. The motion carried unanimously.