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*Patrick S. O'Sullivan*  
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## **Board of Finance Regular Meeting**

Town Hall Meeting Room  
Monday, June 18, 2018 7:30 p.m.

*(Unapproved)*

**Board Members Present:** Chairman Kevin Houlihan, Vice Chairman James Leahy, Kevin Moffett, Joseph Nuzzo, and P. J. Shanley

**Board Members Absent:** Pat Romano

**Staff:** John Cifarelli, Finance Director; Audrey Geer, Assistant Finance Director; Art Williams, Treasurer; Paul Mongillo, IT Director; Deborah Satonick, Recording Secretary

**Guests:** Chief Gagne, Orange Police Department

### **1. Call to Order**

- Chairman Houlihan called the meeting to order at 7:36 p.m.

### **2. Public Participation**

- There was no public participation. Chairman Houlihan suggested that a Board member entertain a motion to discuss police business first, as not to keep Chief Gagne waiting.

*Mr. Leahy made a motion to move Item #4 New Police Vehicles Transfer and #8 Police Identification System first on the Agenda and to move Item #3 Approval of Minutes to the end of the Agenda. Mr. Shanley seconded the motion and all were in favor. The motion PASSED.*

### **3. Discussion and Possible Vote on Transfers within Police Budget**

#### **A. New Police Vehicles Transfer of \$105k**

*Mr. Leahy made a motion to transfer and encumber funds in the amount of \$105k from Salaries –Police Officers and Salaries-Supervisors for the purchase of three Police Vehicles. Mr. Moffett seconded the motion and all were in favor. The motion PASSED unanimously.*

#### B. Police Identification System Transfer of \$5k

- Chief Gagne spoke on the new ID system, citing that the current system is approximately fifteen or more years old and has failed. He supplied a quote for the cost of a new ID system.

***Mr. Moffett made a motion to transfer funds from unused holiday pay in the amount of \$5k to photographic supplies to purchase a new I.D. Badge System. Mr. Leahy seconded the motion and all were in favor. The Motion PASSED.***

#### 4. **Capital Request – Orange Police Department-Jail Cell Renovation**

- Chief Gagne requested that the seven barred jail cells in Orange be changed to solid cellblocks to protect the police officers and to prevent attempted suicides. He cited two suicide attempts last year. The new cellblocks will have HVAC improvements and the total renovations will cost \$175k. These new cellblocks are now required in the state of Ohio and Chief Gagne noted that only a few companies are currently doing these types of renovations. He suspects that these new cellblocks may be mandated in other states in the future.
- Chief Gagne reported that Milford, Ansonia, and New Haven have these better cellblocks in place, and Berlin and Trumbull are also considering these renovations. The company handling the renovations will only come to the state of Connecticut to do multiple cellblocks, and the work will be completed before the end of the year.

***Mr. Leahy made a motion to transfer \$175k from the General Fund to the Capital Fund for the renovation of the police cellblocks. Mr. Shanley seconded the motion and all were in favor. The motion PASSED.***

#### 5. **Orange Board of Education – Discussion to Authorize Expenditure from Capital Fund**

- Mr. Cifarelli explained that the expenditures for the Peck Place School water heater conversion, the purchased of the 2019 Ford truck, and the computer Ethernet wiring for the schools is about \$6k more than was originally quoted. The Board of Selectmen has approved this request from Dr. Scarpetti, Superintendent of the Orange School System.
- Mr. Leahy inquired about the expected amount of money the Town will receive from the auction of the old truck. Mr. Cifarelli is uncertain of the amount.

***Mr. Leahy made a motion to approve the transfer of funds from the OBOE General Fund to the OBOE Capital Fund as follows: Computer wiring, \$60k, Pickup truck, \$36,275, and Peck Place School water heaters, \$54,600. Mr. Shanley seconded the motion and all were in favor. The motion PASSED.***

## 6. Discussion and Vote to Return Excess Cost Sharing Reimbursement to OBOE

*Mr. Nuzzo made a motion to transfer \$208,130 from the Town budget to the Orange Board of Education for the excess cost reimbursement in Special Education. Mr. Shanley seconded the motion and all were in favor. The motion PASSED.*

## 7. Request to Authorize Expenditure for new Telephone System, Wiring, Software, and Hardware – Mr. Mongillo

- Mr. Mongillo spoke at length about the requirements needed to upgrade the phone system at eight Town buildings, which include Town Hall, the two fire stations, the Police Station, the Clark Building, High Plains Community Center, the Highway Department, and Case Memorial Library. The proposal for the new phone system will be going out to bid, and should the quote come in lower than anticipated, the money will remain in the Capital Fund. Mr. Mongillo expects that the new telephone system will be up and running by the end of the year.
- Mr. Moffett inquired about the life expectancy of the phone system and Mr. Mongillo highlighted some of the features that will be available with the new phones.

*Mr. Leahy made a motion to authorize the capital expenditure of \$325k for the new telephone system, seconded by Mr. Moffett. All were in favor and the motion PASSED.*

## 8. Amity Update – Mr. Nuzzo

- Mr. Nuzzo reported that Amity has begun the search for a new superintendent, and an Acting Superintendent has yet to be selected. It is uncertain if Mike Nast is available to fill in as an Acting Superintendent.

## 9. Vice Chairman's Report

- Mr. Leahy discussed the total Amity surplus of \$3,209,278. This amount includes the Net Balance of \$1,589,735, transfers of \$484,391, and the Medical/Dental line item of \$1,135,152. Mr. Leahy reminded the Board members that it was the unanimous decision of the Orange Board of Finance that Amity returns all surplus money to the respective towns.
- Mr. Leahy discussed the property tax ramifications of the new mill rate, noting that a sizable portion of Orange residents will actually see a decrease in their property taxes.

## 10. Review 2017-2018 Revenue and Expenditure Reports

### Revenue

- Mr. Cifarelli gave a favorable Revenue Report and there were no questions at this time. Revenue is currently at \$1,475,561.

### Expenditures

- Mr. Cifarelli reviewed the Expenditure Report with the Board members and indicated that the Parks and Recreation field improvement money would be used by the Town on the fields if it is not used by Parks and Recreation before the end of the fiscal year. He also noted that Mr. Zeoli increased the hours of the Registrars from ten - twelve hours to nineteen hours per week. There has been a large savings with the LED street lights, and snowplowing has gone over budget.

#### **11. Review and Discuss General Fund Balance Projection on June 30, 2018 and Possible Vote to Transfer Funds to Capital Fund**

- Mr. Cifarelli reviewed the General Fund Balance and there was a lengthy discussion on the appropriate dollar amount that should be transferred to the Capital Fund. It was agreed to transfer \$525k to the Capital Fund to be used as needed for emergencies.

*Mr. Leahy made a motion to transfer \$525k from the General Fund to the Capital Fund. Mr. Moffett seconded the motion. All were in favor and the motion PASSED.*

#### **12. Discussion and Approval of Minutes**

March 26, 2018 BOF Minutes

*Mr. Nuzzo made a motion to approve the amended March 26, 2018 Board of Finance minutes, seconded by Mr. Moffett. All were in favor and the motion PASSED.*

APRIL 26, 2018 BOF Minutes

*Mr. Moffett made a motion to approve the amended April 26, 2018 Board of Finance minutes, seconded by Mr. Leahy. All were in favor, with Mr. Nuzzo and Mr. Shanley abstaining. The motion PASSED.*

May 14, 2018 BOF Minutes

*Mr. Moffett made a motion to approve the amended May 14, 2018 Board of Finance minutes, seconded by Mr. Leahy. All were in favor, with Mr. Nuzzo abstaining. The motion PASSED.*

May 23, 2018 BOF Minutes

*Mr. Shanley made a motion to approve the May 23, 2018 Board of Finance minutes, seconded by Mr. Moffett. All were in favor and the motion PASSED.*

#### **13. Adjournment**

*Mr. Shanley made a motion to adjourn the meeting at 9:55 p.m., seconded by Mr. Moffett. All were in favor and the motion PASSED.*

Respectfully Submitted,

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Deborah Satonick,  
Recording Secretary