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Patrick O'Sullivan
TOWN CLERK

Board of Finance Regular Meeting

Town Hall Meeting Room
Monday, August 19, 2019 7:00 p.m.

(Unapproved)

Attendance

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

Staff: John Cifarelli, Finance Director; Deborah Satonick, Recording Secretary

Guest: Robert H. Brinton, Town Engineer & Public Works Director

1. Call to Order

- Chairman Houlihan called the meeting to order at 7:09 p.m. and asked everyone to introduce themselves.

2. Public Participation

- There was no public participation at this time.

3. Amity Update

- Mr. Nuzzo distributed a handout highlighting current information regarding the Amity budget. The total projected unspent fund balance for fiscal year 2018-2019 was \$2,034,101 and this does not include \$409,259 that has been spent on end of year security projects. Mr. Nuzzo listed the main drivers for these revenues and expenses, adding that revenues were \$378M favorable and expenses were \$1,656M favorable.
- Mr. Nuzzo reported that the Contingency line item of \$150M has been spent as follows: \$19M toward architectural services related to the security vestibules, \$75M for a three-year anti-virus software license, \$5M for the Amity High School clock system, and \$52M for glycol loop repair.

- Mr. Cifarelli noted that Amity is considering a six million dollar bond this fall and a new scoreboard along with an artificial all-weather turf field is being included in the bond. Mr. Nuzzo added that the district issued a \$2.2M bond for 2017 capital projects. Also, the \$69,241.88 remaining in their Contingency Fund was designated to replace an air handler unit along with related equipment in the custodial storage area at the high school.

4. Vice Chairman’s Report

- Mr. Leahy emailed the Board of Finance members the Amity revenue and expenditure information prior to the meeting. He noted that the sizable Amity surplus indicates that we are taxing residents more than we have to. The Board members carefully reviewed the Amity revenue and expenditure reports and there was an inquiry regarding the \$150k contingency line item. Mr. Cifarelli will contact Terry Lumas for better clarification and to verify that this money has been spent.

5. Discussion and Approval of Minutes

- The Board members reviewed the minutes and made corrections as deemed necessary.

Mr. Nuzzo made a motion to approve the revised June seventeenth, 2019 Board of Finance minutes, seconded by Mr. Moffett. All were in favor with Mr. Shanley and Ms. Romano abstaining. The motion PASSED.

6. Consider & Act on Appropriations from Capital Fund

- Mr. Cifarelli reviewed the individual items for funding and advised that a single motion of approval could incorporate all of the appropriations.

Ms. Romano made a motion, seconded by Mr. Moffett, to approve the following fund appropriations from the Capital Fund:

| | |
|--|---------------------|
| <i>New Public Works Dump Truck</i> | <i>\$185k</i> |
| <i>Upgrade for Fire Marshal Software</i> | <i>\$11k</i> |
| <i>New Computers & Printing Equip.</i> | <i>\$24k</i> |
| <i>Security System-Town Hall</i> | <i>\$25k</i> |
| <i>Storm Water Sampling/Testing</i> | <i><u>\$55k</u></i> |
| <i>Total</i> | <i>\$300k</i> |

All were in favor and the motion PASSED.

7. Consider & Act on Appropriation for New Generator for Police Station

- Mr. Brinton, Town Engineer and Public Works Director, advised that \$75k is allocated in the 2017 bond for this project. With four bids, the Board of Selectmen voted to award the contract to R & C Electric LLC of Bristol, the lowest bidder at \$99,760. All additional \$25k

is requested as a transfer from the Capital Fund to fund this project. The old generator will be stored at the Public Works garage for their future use.

Ms. Romano made a motion to approve a transfer of \$25k from the Capital Fund as an additional appropriation for the replacement of a 150 kW generator at the Orange Police Station. Mr. Moffett seconded the motion and all were in favor. The motion PASSED.

- Mr. Leahy inquired why there was a wide range in the bidding from \$99k to \$180k for the generator. Mr. Cifarelli advised that bidding is now available on the Town and State website and he has seen a greater range in bids.

8. Discussion & Vote to Return Excess Cost Sharing Reimbursement to OBOE

- Mr. Cifarelli noted that this is done every year and referred to the memo from Ms. D'Amico, the Accounting Specialist for the Orange Board of Education.

9. Review Revenue and Expense Reports for fiscal year 2018-2019

Revenue

- Mr. Cifarelli reviewed the Revenue Report with the Board of Finance members. He noted that there was \$101,029 in refunds for motor vehicles. Overall, tax collection was very close to budget at 99.97%. The Town received \$329k in revenue from cell towers. The nursery school moved to Woodbridge during the High Plains renovations, but they are now back to their original location.
- Mr. Cifarelli reported that the permits are high due to the hotel and the Veterans Administration walk in center currently under construction.
- Mr. Cifarelli stated that money from the Parks and Recreation Self Support was used to repair the field at Mary L. Tracy after the voting.

Expenditures

- Mr. Cifarelli stated that Mr. Zeoli is considering a fee for the disposal of demotion material by contractors, as residents are not getting dumpsters for home improvements and the disposal of demotion material at the Transfer Station has become excessive. He might also establish a fee for the disposal of tires. Mr. Shanley recommended that the driveway at the Transfer Station be repaired as he felt that this was a potential liability.
- Mr. Leahy noted that there has been less overtime due to the lack of snow storms this past winter. Mr. Cifarelli also credited the Department Heads for their diligence with spending.
- Mr. Cifarelli noted that gasoline cost has been consolidate under Public Works. Lastly, Mr. Cifarelli mentioned that Mary Shaw is leaving Town Hall to work for the Orange Board of

Education. She was well wished and thanked for her excellence in the workplace.

8. Adjournment

Mr. Shanley made a motion to adjourn the meeting at 8:35 p.m., seconded by Ms. Romano. All were in favor and the motion PASSED.

Respectfully Submitted,

Deborah Satonick
Recording Secretary