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Patrick B. O'Sullivan  
TOWN CLERK

## **Board of Finance Regular Meeting**

Town Hall Meeting Room  
Monday, November 18, 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

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

- Chairman Houlihan called the meeting to order at 7:03 p.m. and asked everyone to introduce themselves.

### **2. Public Participation**

- There was no public participation at this time.

### **3. Election of Officers**

#### Chairman

*Ms. Romano made a motion to nominate Mr. Houlihan for Chairman of the Board of Finance. Mr. Shanley seconded the motion and all were in favor. The motion PASSED.*

#### Vice Chairman

*Mr. Shanley made a motion to nominate Mr. Leahy for Vice Chairman of the Board of Finance. Ms. Romano seconded the motion and all were in favor. The motion PASSED.*

#### 4. Amity Update

- Mr. Nuzzo reported that the Amity Finance Committee had their regularly scheduled meeting last week and he noted that Amity's current surplus is \$525,962. The Employee Benefits variance is \$47,704. Mr. Leahy added to the discussion by illustrating Amity's Medical/Dental account by the month.

#### 5. Vice Chairman's Report

- Mr. Leahy spoke on the Amity Bond Referendum scheduled for Wednesday, December fourth, at High Plains Community Center, from 6:00 a.m. to 8:00 p.m. He encouraged everyone to come out to vote. He noted that there are two considerations as follows:

1. Air Handlers - \$1,830,680  
Acoustic Improvements - \$245k  
Chillers - \$140k  
Parking Lot - \$600k  
Financing and Contingency - \$378,620

Total \$3,194,300

2. Walkway, Bleachers Scoreboard - \$317,990  
All Weather Football Field, Track, Scoreboard, Lighted Poles - \$2,810,859  
Finance and Contingency - \$409,151

Total \$3,538,000

Grand Total - \$6,732,300

- The Board members spoke in favor of the turf football field and lighting. Mr. Moffett discussed some of the advantages of turf fields as well as their maintenance. Drainage allows turf fields to be used shortly after a rainfall as the moisture is easily absorbed. LED lighting on taller poles will allow for a much brighter field. The Board members agreed that these improvements are very desirable.

#### 6. Discussion and Approval of October 21, 2019 Board of Finance Minutes

- The Board members reviewed the October 21, 2019 Board of Finance minutes and made revisions as deemed necessary.

*Ms. Romano made a motion to approve the amended October 21, 2019 Board of Finance minutes. Mr. Moffett seconded the motion and all were in favor. The motion PASSED.*

## 7. Approve 2020 Board of Finance Meeting Schedule

- The Board members reviewed the proposed 2020 Board of Finance meeting Schedule and changed the February twenty-fourth, 2020 meeting date to February thirteenth, 2020.

*Mr. Shanley made a motion to approve the revised 2020 Board of Finance Meeting Schedule, seconded by Mr. Leahy. All were in favor and the motion PASSED.*

- The Board members took this time to review the proposed Budget Meeting Dates for 2020. The all-day budget meeting is scheduled for February 7, 2020, with the Budget Hearing tentatively scheduled for April twenty-second, 2020. Chairman Houlihan advised that a vote is not required for the budget meeting dates. Mr. Cifarelli will notify Amity that the Orange Board of Finance would like their proposed 2020-2021 budget at their February thirteenth meeting. OGAT will also be present at this meeting.

## 8. Review Revenue and Expense Reports

### Expenditure Report

- Mr. Cifarelli advised that this report does not reflect the recent adjustments in salaries. Tentative agreements with the Clerical and Supervisors Union have been reached, with a 2% increase for the first year. Police and Dispatcher contracts have not yet been settled. Ms. Romano commended all of the Department heads for staying within their allocated budget.
- Mr. Cifarelli indicated that additional money may be needed for the Salary-Registrar both in this budget and possibly in the future, as these Town employees are working longer hours that they are currently being paid for.
- There was a brief discussion on Bulky Waste and Solid Waste Disposal. Mr. Cifarelli noted that the Town will soon be charging residents to bring bulky waste to the Transfer Station at 15-20% per pound, The Board members continued to review the Expenditure Report by individual line item and Mr. Cifarelli addressed all questions.

### Revenue Report

- Mr. Cifarelli reviewed the Revenue Report, noting a savings on property insurance. The \$24k cost for the insurance consultant resulted in a sizable savings to the Town. Mr. Shanley felt that these type of savings are important to document and keep track of for future reference.
- Mr. Cifarelli reported that one fourth of the ECS money has come to the Town and that the Town Aide Road has been held up in Hartford. The pool is open and revenue is now coming to the Town. Mr. Cifarelli took questions from the Board members regarding individual revenue line items.

## 8. Adjournment

*Mr. Shanley made a motion to adjourn the meeting at 8:47 p.m., seconded by Ms. Romano. All were in favor and the motion PASSED.*

Respectfully Submitted,

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Deborah Satonick  
Recording Secretary