



ORANGE, CONN
TOWN CLERK'S OFFICE
RECEIVED FOR RECORDS
2019 MAR 21 AM 8:24
Patrick B. O'Sullivan
TOWN CLERK

Board of Finance Regular Meeting

Town Hall Meeting Room
Monday, March 18, 2019 7:00 p.m.

(Unapproved)

Attendance

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

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

Guest: Mr. Kraut, Orange Board of Education

1. Call to Order

- Chairman Houlihan called the meeting to order at 7:00 p.m.

2. Public Participation

- There was no public participation at this time.

3. Discussion and Approval of March 6, 2019 Minutes

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

Mr. Shanley made a motion to approve the revised March sixth, 2019 Board of Finance meeting minutes. Mr. Moffett seconded the motion and all were in favor, with Ms. Romano abstaining. The motion PASSED.

4. Budget Discussion for 2019-2020 Fiscal Year

- There was a general discussion regarding the proposed 2019-2020 budget. Mr. Nuzzo inquired about the correct amount of money that should be retained in the Fund Balance and

what dollar amount should be transferred into the Capital Account.

- Chairman Houlihan mentioned that once Mr. Dinice retires, the Town of Orange will be combining the two positions of Wetlands Officer and Zoning Officer. One person will be hired to handle the responsibilities of both positions.
- It was noted that the Orange Board of Education might be making a reduction in their proposed 2019-2020 budget, however, the exact dollar amount was not known at this time. The OBOE may have a realized savings this year on the health insurance. Mr. Nuzzo stated that Mr. Kraut might be coming later to the Board of Finance meeting to give an update on the OBOE proposed budget.
- Mr. Cifarelli mentioned that Economic Development would be moving to the High Plains Probate Court location.
- Mr. Cifarelli agreed to discuss possible reductions in the Library budget with the Library Director. No reductions in the Library budget were made at this time.
- Mr. Cifarelli and the Board of Finance members agreed to review each individual line item in the proposed 2019-2020 budget in search of areas that could be reduced. Reductions were proposed in the following areas:

Police Department

Police General Services 02-100

Line item #742 Vehicles: **(-\$85k)** Mr. Cifarelli suggested using the surplus from the Labor Line item to buy the police cars.

Line item #430 Computer Maintenance **(-\$5k)**

Line item #530 Satellite Telephone **(-\$500)**

Police Uniformed Patrol 02-101

Line item #110 Salaries-Police Officers **(-\$129,706)**

Line item #130 Overtime **(-\$2k)**

Line item #665 Uniforms **(-\$3k)**

Police: Communication and Dispatch 02-103

Line item #130 Overtime **(-\$2k)**

Public Works Department

Public Works Administration 03-150

Line item #320 Consulting Services **(-\$5k)**

Line item #622 Electricity-Traffic Lights **(-\$2k)**

Public Works: Roadways 03-155
Line item #340 Emergency Tree Removal (-\$5k)
Line item #751 Streets and Bridges (-\$10k)

Public Works: Snow Removal 03-157
Line item #645 Sand and Salt (-\$25k) Mr. Cifarelli advised that they can use money from the Town Aid Road if needed.

Public Works: Refuse 03-161
Line item #562 Bulky Waste Disposal (-\$25k) It was noted that there is only a 40% participation in the recycling with house pickup.

Parks and Recreation Department

Parks and Recreation – Maintenance 04-261
Line item #652 Line Painting Supplies (-\$500)
Line item #690 Vandalism Supplies (-\$300)
Line item #730 Field Improvements (-\$500)

Parks and Recreation – Pool 04-262
Line item #430 Pool Lighting Contract (-\$2400)
Line item #665 Uniforms and Protective Clothing (-\$100)
Line item #670 Recreational Supplies (-\$1250) Mr. Cifarelli noted that the pool is currently shut down for renovations.

Community Services Department

Community Services – Administration 05-241
Line item #583 Auto Mileage Reimbursement (-\$100)

Community Services – Transportation 05-244
Line item #242 Community Service Van (-\$14k)

Community Services –Elderly 05-245
Line item #690 Miscellaneous Supplies (-\$200)

Community Services-Counseling 05-246
Line item #320 Family Counseling Services (-\$10k)

Employee Benefits & Payroll Taxes

Line item 06-300#170 Reserve for Negotiations (-\$50k) Mr. Cifarelli advised that Attorney David Ryan will be negotiating four contracts this year.

Accounting

Line item # 01-030-610 Office Supplies (-\$250)

Assessor

Line item #01-031 580 Training: Assessor School (-\$1k)

Line item #01-031 610 Office Supplies (-\$500)

Director of Finance

Line item #01-033 610 Office Supplies (-\$500)

Tax Collector

Line item #01-035 550 Printing and Binding (-\$500)

Director of Technology

Line item #01-038 743 Furniture and Fixtures (-\$1k)

Town Clerk

Line item #01-050 120 Temp Salary: Clerk (-\$4k)

Voter Registrars

Line item #01-055 441 School Rental-Election Day (-\$200)

Line item #01-055 630 Food (-\$200)

Town Hall

Line item # 01-170 430 Alarm System Maintenance (-\$500)

Line item #01-170 500 Bank Services (-\$500)

Line item #01-170 540 Legal Notices (-\$500)

Line item #01-170 622 Electricity (-\$1k)

Planning and Zoning

Line item #01-200 320 Planning Consultants (-\$1k)

Fire Marshall

Fire Marshall 02-120

Line item #665 Uniforms and Protective Clothing (-\$500)

Fire Suppression 02-122

Line item #320 Physician Physical Examinations (-\$1k)

Community Center Building 03-171

Line item #430 Building Repair and Maintenance (-\$2k)

Environmental Health 05-220

Line item #340 Mosquito Control (-\$1k)

Town Services 08-320

Line item #430 Repair and Maintenance: Silverbrook (-\$2k)

- Due to the lateness of the meeting, the Board members agreed to discuss Capital Expenditures in greater detail at the next Board of Finance meeting scheduled for Monday, March twenty-fifth. The proposed mill rate will also be discussed at that time.

5. Adjournment

Ms. Romano made a motion to adjourn the meeting at 10:15 p.m., seconded by Mr. Moffett. All were in favor and the motion PASSED.

Respectfully Submitted,

Deborah Satonick
Recording Secretary