

2023 MAY 16 AM 10:15



Board of Finance Regular Meeting

Monday, March 20, 2023

Meeting Room -Town Hall 7:00 p.m.

Approved

Attendance

Board of Finance Members Present: Chairman Kevin Houlihan, Vice Chairman James Leahy, Kevin Moffett, Kevin McNabola, Joseph Nuzzo, and Ajeet Jain

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

1. Call to Order

- Chairman Houlihan called the meeting to order at 7:19 p.m.

2. Discussion and Approval of Minutes – March 6, 2023 Special Meeting

- The Board members reviewed the minutes and made edits as needed.

Mr. McNabola made a motion to approve the amended March 6, 2023 Board of Finance Regular Meeting, seconded by Mr. Jain. All were in favor and the motion PASSED.

5. Discussion and Possible Vote to Transfer Funds from General Fund to Capital Fund

- After a brief discussion, Mr. Cifarelli suggested that a Board member entertain a motion to transfer \$1.5 million dollars from the Fund Balance to the Capital Account.

Mr. Leahy made a motion to transfer \$1,500,000 from the Fund Balance to the Capital Fund Account. Mr. McNabola seconded the motion, and all were in favor. The motion PASSED.

6. Budget Discussion

- Mr. Cifarelli and Mr. Houlihan reported that the State of Connecticut will offer a 31% reimbursement toward upgrades in security for Board of Education Buildings. Based on this State initiative, Mr. Cifarelli added \$200k into the Capital Reserve & Contingency Account in the General Fund budget for security enhancements on behalf of the OBOE. All work will

follow town bidding procedures and the reimbursement from the state will be returned to the Town.

- The OBOE has requested a 3.37% budget increase in the proposed 2023-2024 budget, and Mr. McNabola suggested that this amount might be reduced to 3%. He would like to see the mill rate reduced as much as possible, he also suggested that the Town's budget be reviewed. He noted that the audit over the last seven years has shown an underrun on town expenditures, and the proposed 2023-2024 town budget has a 5.5% increase. Mr. Cifarelli explained that much of these budget increases are simply due to new union contracts and a new position added in the building department. After some discussion, it was agreed that no further adjustments should be made on the 2023-2024 OBOE or Town budgets.
- There was a discussion about how the ARPA money will be used, as the town received four million dollars of which about two million dollars is still available. Mr. Cifarelli suggested that one million dollars be set aside to address the flooding issues on Old Country Road. He believes that a state grant will be available to address the flooding issues on Pine Tree Drive. Another item of consideration is the need for a new roof at High Plains Community Center. The roof is eighteen years old and is still under limited warranty. Other Capital items include replacement of the steam header and valves at the High Plains boiler room, refurbishing four classrooms at Racebrook School, and funding two police vehicles and two police motorcycles.
- Mr. Cifarelli spoke highly of the new Director of OVNA and is optimistic that this department will be bringing in more revenue. He indicated that OVNA is working in close collaboration with the Orange Board of Health, and they are marketing their services and getting more clients. Billing issues have been corrected and they have a new Finance Manager as well.
- It was noted that with a decrease of seventy-four students at Amity, the Town of Orange portion of the Amity budget has decreased. Considering this saving and other budget adjustments, the proposed mill rate can be reduced from 32.71 to 32.31. Mr. Cifarelli reviewed with the Board members the budget adjustments he made to the proposed 2023-20224 budget.

7. Possible Vote to Approve July 1, 2023 Budget & Sent to Budget Hearing on 4/20/23

Mr. Nuzzo made a motion to approve the July 1, 2023 budget of \$80,249,651 which will be sent to the Budget Hearing on 4/20/23 at High Plains community Center. Mr. Moffett seconded the motion and all were in favor. The motion PASSED.

8. Review Capital Budget Request & Possible Vote to Fund Some Items

Mr. Leahy made a motion to use \$513, 975 out of the Capital Account to fund the following items:

Capital Items for the OBOE:

1. Replacement Shingles – PPS \$24,500

2. Repair Concrete Steps – THS	\$30,975
3. School Furniture Refurbishment Plan – RBS	\$100,000
Total	\$155,475

Capital Items for the Town Government

1. Radio Tower -Police Dept.	\$109,500
2. Townwide Computer/Printing Life Cycle	\$12,000
3. Repair Column Base – HPCC.	\$15,000
4. Replace Steam Header & Valves – HPCC	\$52,000
5. Replace Pneumatic Steam Heat Controls -HPCC	\$150,000
6. Replace Fire Station 2 HVAC Controls	\$20,000
Total	\$358,500

Mr. McNabola seconded the motion and all were in favor. The motion PASSED.

9. Review Revenue and Expense Reports for March 2023

- The Finance Director and Board members reviewed the Revenue and Expense Reports. Mr. Cifarelli noted that tax collection revenue is high. He reminded the Board members that a motion was needed to fund the police vehicles and motorcycles.

Mr. Jain made a motion to fund two police vehicles and two police motorcycles in the amount of \$172k from Police Special Duty Account #28000002-57300. Mr. Moffett seconded the motion, and all were in favor. The motion PASSED.

10. Adjournment

Mr. McNabola made a motion to adjourn the meeting at 8:55 p.m., seconded by Mr. Nuzzo. All were in favor and the motion PASSED.

Respectfully Submitted,
Deborah Satonick
Recording Secretary