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Patrick B. O'Sullivan
TOWN CLERK

Board of Finance Regular Meeting

Town Hall Meeting Room
Monday, May 20, 2019 7:00 p.m.

(Unapproved)

Attendance

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

Board Members Absent: Vice Chairman James Leahy

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

1. Call to Order

- Chairman Houlihan called the meeting to order at 7:05 p.m.

2. Public Participation

- There was no public participation at this time.

3. Amity Update

- Mr. Nuzzo reported that approximately 70% of the one thousand voters approved the Amity 2019-2020 budget. He proceeded to highlight some of the recent updates on the new budget. The non-resident tuition for 2019-2020 school year was set at \$18,525. This is a 2% increase, or \$418, above the current tuition rate. Currently, there are six non-resident students enrolled, one who will be graduating in June 2019.
- Mr. Nuzzo advised that six vendors bid on the three sally ports at the Amity schools. The contract was awarded to the lowest bidder, John L. Simpson Company, for \$259,113.09. Budget transfers will fund the construction and modifications to each of the three school entrances to create the security vestibules.

- Denny Landscaping of Orange was the sole bidder for the snow removal, ice control, and sanding services.
- Mr. Nuzzo noted that All American Waste was awarded the contract for trash and recycling removal services, and United Mechanical Resources will provide glycol loop maintenance at the Amity Orange Middle School Campus. Budget transfers will cover the cost of glycol loop repairs and the purchase of glycol at the Amity Orange Middle School Campus.
- Sports Turf of Connecticut, at \$218k, won the bid for the site-based grounds maintenance work. This vendor has been servicing the district since 1999. Trane Building Services was awarded a three-year contract for the district chiller maintenance contract and Siemens Industry will continue to service the building controls at Amity Regional High School.
- Mr. Nuzzo spoke on the fees and the performance of the Amity Pension, the Amity OPEB, and the Amity Sick and Severance Plan. Lastly, there was a brief discussion regarding the Amity surplus and the expected dollars that should be returned to the Town of Orange. Mr. Moffett felt that Amity should be putting money each budget year into their Contingency Fund for Capital projects. The state allows 1% of their surplus to be put aside for this purpose.

4. Discussion and Approval of Minutes

March 25, 2019 Board of Finance Minutes

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

Ms. Romano made a motion to approve the revised March twenty-fifth, 2019 Board of Finance minutes, seconded by Mr. Moffett. All were in favor and the motion PASSED.

April 24, 2019 Board of Finance Minutes

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

Ms. Romano made a motion to approve the revised April twenty-fourth, 2019 Board of Finance minutes, seconded by Mr. Shanley. All were in favor, with Mr. Nuzzo abstaining. The motion PASSED.

5. Approve the Proposed Mill Rate of 32.59 for 2019-2020 fiscal Year

- Mr. Cifarelli advised that he spoke with both the Town Attorney and the Town Clerk and was advised that the approval of the mill rate can be voted on once the new budget has been proposed. He also encouraged all residents to vote on the proposed 2019-2020 budget at High Plains Community Center this coming Wednesday, from 12 noon to 8:00 p.m.

Mr. Nuzzo made a motion to approve the proposed mill rate of 32.59 for the 2019-2020 fiscal

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

6. Approve Transfers for the Orange Police Department

Cell Block Renovation

- Mr. Cifarelli advised that once this project begins, the cells should be installed within twelve weeks. The bid came in higher than was originally anticipated and this transfer is needed to provide the additional funds.

Mr. Shanley made a motion to transfer \$100k from 1-010-110-02-101-02 Salaries-Supervisors to a fund yet to be determined for the installation of the cellblock renovations. Ms. Romano seconded the motion and all were in favor. The motion PASSED.

Purchase of Two Vehicles for the 2020 Budget Year

Mr. Shanley made a motion to transfer \$85k from 1-010-110-02-101-02 Salaries – Supervisors to 1-010-742-02-100-00 Vehicles to purchase two vehicles after July first, 2019. Ms. Romano seconded the motion and all were in favor. The motion PASSED.

Transfer \$50k from Negotiated Reserve to Sick Time Account

Mr. Shanley made a motion to transfer \$50k from 1-010-170-06-300-02 Negotiations Reserve to 1-010-290-06-300-01 Accrued Sick Leave, and to allow the Finance Director to encumber a sick time amount at his discretion. Ms. Romano seconded the motion and all were in favor. The motion PASSED.

7. Review Revenue and Expenditure Reports

Revenue

- Mr. Cifarelli reported that the tax revenue collection is slightly down by 1.2% compared to last year. He attributes this, in part, to refunds paid out to individuals who had sold their vehicles during the year. There is also a decrease in revenue due to the pool closure at High Plains. However, Summer Camp through Parks and Recreation has brought increased revenue to the Town of Orange. Mr. Cifarelli noted that the new minimum wage scheduled for next year will impact summer camp counselors and staff at Parks and Recreation and the cost of summer camp may have to be increased.

Expenditures

- Mr. Cifarelli had no major concerns at this time regarding the expenditures. He reported that the new phone system should be up and running by June first. He also mentioned that the Town was able to trade in their current pay loader truck for \$80k, which was used to buy a new truck for the Highway Department. Mr. Cifarelli also noted that when Mr. Dinice retires,

the Town will hire someone as the Assistant Zoning Officer and Wetland Officer. This newly combined position should result in a reduced salary expenditure.

8. Adjournment

Mr. Shanley made a motion to adjourn the meeting at 7:45 p.m., seconded by Ms. Romano. All were in favor and the motion PASSED.

Respectfully Submitted,

Deborah Satonick
Recording Secretary