

RECEIVED FOR RECORD
WATERFORD, CT

2023 MAR 21 A 8:37

ATTEST: *Brule*
TOWN CLERK

Board of Finance
Regular Meeting

Wednesday, March 15, 2023
Waterford Town Hall – 7:00 pm

Present: Chairman Glenn Patterson, John Sheehan, Ronald Fedor, Robert Joe Filippetti, David Peabody

Absent: Kevin Petchark

Elected: Robert J. Brule

Staff: Gary Schneider, Director of Public Works; James Bartelli, Director of Utility Commission; Kenneth Kirkman, Chair of the Utility Commission Board; Kimberly Allen, Director of Finance; Maryellen McConnell, Recording Secretary.

1. Establishment of a quorum and call to order:

A quorum was established and the regular meeting of the Board of Finance was called to order at 7:00 pm on March 15, 2023.

2. Public Comment: none.

3. Approval and acceptance of minutes:

Motion by John Sheehan and **seconded** by Ronald Fedor to approve the minutes of the Special Meeting on February 22, 2023.

Vote: 6-0-0

Motion: Passed

4. To consider and act on a request from Kimberly Allen, Finance Director, on behalf of the Public Works Department for an FY23 Out of Series Transfer as follows:

Line No.	Org. Code	Object Code	Object Description	Approved Budget Amount	Current Budget Amount	Amount Increase	Amount Decrease	Revised Budget Amount
1	10130	52470	Solid Waste	875,000.00	(58,461.50)	59,300.00		838.50
2	10130	54050	Automotive Equipment	69,145.00	25,303.00		4,300.00	20,730.00
3	10130	53330	Highway Materials	176,500.00	105,873.00		50,000.00	55,873.00
4	10130	53250	Traffic Control Materials	25,000.00	11,157.00		5,000.00	6,157.00
5	10130	52510	Rental of Equipment	5,000.00	(6,466.90)	6,500.00		33.10
6	10130	54050	Automotive Equipment	69,145.00	25,030.00		6,500.00	18,530.00
7	10130	52531	Landfill Cap Maintenance	21,000.00	(2,550.00)	7,200.00		4,650.00
8	10130	54050	Automotive Equipment	69,145.00	25,030.00		7,200.00	17,830.00
					TOTAL	73,000.00	73,000.00	

Motion by John Sheehan and **seconded** by Robert Tuneski to approve the Out of Series transfer in the amount of \$73,000.

Vote: 6-0-0

Motion: Passed

5. To consider and act on a request from the Board of Education for an appropriation in the amount of \$442,658 from Capital and Non-recurring designated line #20560-57822 (IT Learning Boards) and forward to the RTM as required.

Motion by John Sheehan and **seconded** by Ronald Fedor to approve the amount of \$442,658 from the Capital and Non-recurring designated line #20560-57822 (IT Learning Boards) and forward on to the RTM.

Vote: 6-0-0

Motion: Passed

6. To consider and act on an additional appropriation for the Department of Public Works in the amount \$57,000 to fund line #20511-57879 (Town Hall Bathroom Refurbishment) due to unexpected larger bid proposal and an amount for possible contingency costs and forward to the RTM as required.

Motion by Joe Filippetti and **seconded** by John Sheehan to approve the amount of \$57,000 from the Capital and Non-recurring undesignated line #205-31520 to account #20511-57879 (Town Bathroom Refurbishment) and forward on to the RTM.

Vote: 6-0-0

Motion: Passed

7. To consider and act on a request from James Bartelli, Utility Commission Director, for an additional appropriation in the amount \$550,000 to fund a new Capital Project for the Plastic Water Service Line Replacement and forward to the RTM as required.

Director Bartelli stated that this is to create a co-op program with the Public Works Department so when they repave roads the Utility Commission will go in first and replace any plastic services with copper services. Plastic pipes over the years has become more fragile over the years, and when a road is replaced and it is compacted the plastic pipes crack and the Utility Commission digs up the road. This will eliminate the need to do that. The useful life of copper is 100 years. In the 90's New London did allow for plastic pipes, however; their standards are moving back to copper. Mr. Fedor questioned whether or not the utilities could be placed in the Town's right of way. Mr. Bartelli stated that the Town's sub-division standards will not allow for that.

Motion by John Sheehan and **seconded** by Robert Tuneski to approve the amount of \$550,000 from the Capital and Non-recurring undesignated line #205-31520 to a new project account number to be determined (Plastic Water Service Line Replacement) and forward on to the RTM.

Vote: 6-0-0

Motion: Passed

8. Old Business:
 - a. Select a Board of Finance Representative for the Board of Education School Building Committee Representative for the next term of 7/1/23 – 6/30/2024.

Motion by Ronald Fedor and **seconded** by David Peabody to nominate Joe Filippetti for the liaison to the Board of Education School Building Committee Representative.

Vote: 6-0-0

Motion: Passed

Old Business (continued):

- b. Continue discussion around revising BOF Policy 1.02, Board of Finance Budget Guidelines to include Performance Metric's.
- c. Discussion of a potential BOF policy governing the use of the Unassigned Fund Balance of General Fund to adjust the Mill Rate.

Motion by John Sheehan and **seconded** by Robert Tuneski to table items b and c for the next Board of Finance meeting on April 12, 2023.

Vote: 6-0-0


Motion: Passed

- 9. New Business: None
- 10. Liaison Reports: None
- 11. Correspondence:
 - a. Bid Proposal packages from CLA for Bid #23-101 Town of Waterford Audit Services – A CLA representative will be present at the Board of Finance meeting on April 12, 2023.
 - b. Christine Walters, Director of Human Services, General Government Staffing Plan.
 - c. Virginia Bielucki, Town Accountant, Periodic Financial Statements FY23 dated February 13, 2023.
 - d. Virginia Bielucki, Town Accountant, Status of General Fund Unassigned Balance dated March 8, 2023.
 - e. Virginia Bielucki, Town Accountant, Status of Contingency FY23 dated February 28, 2023.

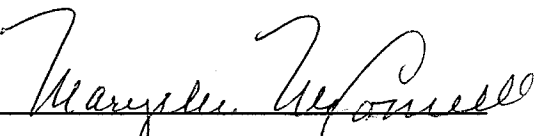
12. Adjournment:

Motion by John Sheehan and seconded by Robert Tuneski to adjourn the regular meeting of the Board of Finance at 7:20 pm.

Respectfully submitted,



John Sheehan, Clerk



Maryellen McConnell, Recording Secretary