

Board of Finance
Regular Meeting Minutes
7:00 pm

Wednesday, November 10, 2021
Waterford Town Hall,

Present: Chairman Ronald Fedor, John Sheehan, Glenn Patterson, Mark Geer, Kevin Petchark; Robert Tuneski, Baird Welch-Collins

Absent: Robert J. Brule, First Selectman

Elected: Jody Nazarchyk, Selectwoman

RTM: Thomas Dembek

Staff: Gary Schneider, Director of Public Works, Dani Gorman, Director Youth & Family Services, Abbas Danesh, Treasurer, Kimberly Allen, Finance Director, Maryellen McConnell, Secretary

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TOWN CLERK

1. Establishment of a quorum and call to order:

A quorum and a call to order was established at 7:00 pm, November 10, 2021

2. Public comment: No public comment.

3. Approval and acceptance of revised minutes of October 13, 2021.

Motion by John Sheehan and **seconded** by Kevin Petchark to approve the minutes of October 13, 2021.

Motion by John Sheehan to amend the minutes of October 13 and change the date on the cover page from September 8th to October 13th.

Vote: 6-1-0 Abstain: Baird Welch-Collins Motion: Passed

4. To consider and act on a request from Dani Gorman, Director of Youth & Family Services, for an **FY22 additional appropriation in the amount of \$52,536 from the Contingency Account as recommended.**

Motion by John Sheehan and **seconded** by Kevin Petchark to reduce the Contingency Account by **\$52,536 and increase line #10119-51210 Clerical & Technical by \$48,803 and increase line #10119-51910 FICA by \$3,733.**

Vote: 6-1-0 Abstain: Mark Geer Motion: Passed

5. To consider and act on a request from Dani Gorman, Director of Youth & Family Services, for an **FY22 additional appropriation in the amount of \$14,189 from the Contingency Account as recommended.**

Motion by John Sheehan and **seconded** by Baird Welch-Collins to **decrease the Contingency Account by \$14,189 and increase line #10119-51210 Clerical and Technical by \$14,189**

Vote: 6-1-0

Abstain: Mark Geer

Motion: Passed

6. To consider and act on a request to transfer **\$1.8 million from the general operating fund balance into the Capital Non-Recurring Undesignated Fund Balance and forward to the RTM as required**

Motion John Sheehan and **seconded** by Baird Welch-Collins to **approve transfer of \$1.8 million from the general operating fund balance into the Capital Non-Recurring Undesignated Fund Balance and forward to the RTM as required.**

Vote: 7-0-0

Motion: Passed

7. To consider and act on a request from Gary Schneider, Public Works Director, for an **additional appropriation in the amount of \$37,901.45 from the Contingency Account as recommended to reimburse the State of CT for the overpayment to the Town of Waterford for the Local Bridge Grant Program.**

Motion by Glenn Patterson and **seconded** by Mark Geer to approve the additional appropriation in the amount of \$37,901.45 from the Contingency Account.

Motion by John Sheehan and **seconded** by Robert Tuneski to amend the motion and to **decrease the undesignated balance from the CNR of \$37,901.45 and increase line #20530-57659 Old Mill Road Bridge by \$37,901.45.**

Vote: 6-0-1

No: Ronald Fedor

Motion: Passed

8. To consider and act on a request from Gary Schneider, Public Works Director, request for an **appropriation in the amount of \$59,650 from Capital and Non-Recurring designated line #20501-57788**

Motion by John Sheehan and **seconded** by Baird Welch-Collins to move \$59,650 from designated to appropriated in the Capital and Non-Recurring fund.

Vote: 6-0-1

No: Ronald Fedor

Motion: Passed

9. To consider and act on a request from Kimberly Allen, Finance Director, for the following Inter-Department Transfer as follows:

Account	Description	Approved Budget Amount	Current Available Budget Amount	Account Increase	Account Decrease	Revised Available Budget Amount
10147-51110	Administration	7,000	0	82,500		82,500
10147-51210	Clerical & Technical	0	0	91,731		91,731
10147-51920	FICA	536	0	13,329		13,329
10147-52043	FICA	787,846	226,083		(114,306)	111,777
10122-51210	Clerical & Technical	14,256	13,401		(10,000)	3,401
10123-51210	Clerical & Technical	142,330	106,325		(5,000)	101,325
10129-51210	Clerical & Technical	300,922	239,427		(58,254)	181,173
	Total			187,560	(187,560)	

Motion by John Sheehan and **seconded** by Baird Welch-Collins to approve the Inter-Department transfer.

Motion by John Sheehan and **seconded** by Baird Welch-Collins to amend the motion as follows: **Increase 10147-51210 Clerical & Technical by \$91,731 and decrease 10147-52043 FICA by \$91,731. Increase 10147-51110 Administration by \$82,500, decrease 10147-52043 FICA by \$22,575, decrease 10129-51210 Clerical & Technical by \$58,254, decrease 10123-51210 Clerical and Technical by \$1,671. Increase 10147-51920 FICA by \$13,329 and decrease 10123-51210 Clerical & Technical by \$3,329 and decrease 10122-51210 Clerical & Technical by \$10,000.**

Vote: 7-0-0

Motion: Passed

10. Old Business: None

11. New Business:

a. Review the Board of Finance Regular and Budget hearing schedules.

Motion by John Sheehan and **seconded** by Kevin Petchark to amend the Board of Finance meeting and budget hearing schedules as discussed.

Vote: 6-1-0

Abstain: Mark Geer

Motion: Passed

12. Liaison Reports: Glenn Patterson – the municipal building committee received the request for the final payment, that was approved. There was an open house for the municipal complex this past Saturday with approximately fifty people attending and touring the complex.

13. Correspondence: American Rescue Funds – discussion ensued on current projects and status of each.

14. Adjournment:

Motion by John Sheehan and **seconded** by Baird Welch-Collins to adjourn the Meeting of the Board of Finance at 7:57 p.m.

Vote: 7-0-0

Motion: Passed

Respectfully submitted,



Mark Geer, Jr., Clerk



Maryellen McConnell, Secretary