

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



ATTEST: *[Signature]*
TOWN CLERK
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HON. 860-488-0553
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Board of Finance
Regular Meeting Minutes

Wednesday, October 14, 2026
Town Hall Auditorium 7:00 p.m.

Present: Glenn Patterson, Robert Tuneski, Bill Sheehan, Ann Peabody, Joseph Filippetti
Absent: Michael Rocchetti, Jerry Fischer
Elected: Rob Brule, First Selectman; Abbas Danesh, Treasurer
Staff: Dani Gorman, Human Services Administrator; Rebecca Hall, Administrative Assistant Finance Office/BOF 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 7:00p.m. October 14, 2026.

2. **Public Comment:** none

3. **Approval and acceptance of minutes:**

Motion by Bill Sheehan and **seconded** by Robert Tuneski to approve the minutes of the September 9, 2026 Regular Meeting as presented.

Vote: 5 – 0 – 0

Motion: Passed

4. **To consider and act upon a request by Dani Gorman, Human Services Administrator, for a FY27 additional appropriation in the amount of \$26,700 for a new Capital project (Community Center Blinds line # TBD, funded from the Undesignated Fund Balance of the Capital Nonrecurring Expenditure Fund (CNR) line #205-31520). If approved, the request shall be forwarded to the Representative Town Meeting (RTM) for final authorization.**

Motion by Bill Sheehan and **seconded** by Joseph Filippetti to transfer \$26,700 from the Undesignated Fund Balance of the Capital Nonrecurring Expenditure Fund (CNR) line #205-31520 to appropriated to a new capital project, Community Center Blinds, line # TBD in the CNR and forward to the RTM as required.

Vote: 5 – 0 – 0

Motion: Passed

5. To consider and act upon a request from the Director of Finance, Kimberly Allen, for a FY26 Out-Of-Series Transfer in the amount of \$89,636 for various departments as indicated from the Transfer Request Form.

TOWN OF WATERFORD TRANSFER REQUEST FORM

Inter-Department Transfer
Out of Series Transfer Request

VARIOUS
DEPARTMENT

FINAL FY2026

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Available Budget
1	10116	51940	PENSION CONTRIBUTIONS	5,058,768.00	(74,051.00)	74,051		
2	10111	52100	ELECTRICITY	450,210.00	(12,450.00)	12,450		
3	10123	51410	FIREFIGHTING	1,684,169.00	(3,135.00)	3,135		
4	10112	52251	HEALTHCARE	3,771,467.00	170,475.34		(89,636)	80,831.34
					TOTAL	89,636	(89,636)	

Explanation

FINAL BOE PAYROLL OVER WHAT WAS EXPECTED.

FINAL MONTH ELECTRICAL INVOICE HIGHER THAN EXPECTED

FINAL MONTH OF PAYROLL OVER WHAT WAS EXPECTED

HEALTHCARE SAVING CONTINUED TO BE HIGHER THAN EXPECTED AT YEAR-END

** Also includes any audit adjustments*

Department Head

Kim Allen
Director of Finance

First Selectman

Date

9/15/2026

Date

Date

Chairman Patterson suggested to the board that this item be tabled until the next Board of Finance meeting in November as the Director of Finance, Kim Allen, is absent. The chairman stated that he has questions regarding some of the transfers and would like to ask them to Director Allen before possibly approving the transfers. Bill Sheehan told the board that the transfers could not wait until November because of time limitations impacted by the annual audit. Robert Tuneski suggested holding a special meeting via teleconference the week of October 18, 2026 to approve the transfers with Director Allen present.

Motion by Robert Tuneski and **seconded** by Ann Peabody to **table** this item until the week of October 18, 2026 when a teleconference will be held with the Director of Finance, Kimberly Allen.

Vote: 5 - 0 - 0

Motion: Passed

6. Review and possible action on the proposed Board of Finance Regular Meeting and Budget Hearing schedules.

Motion by Bill Sheehan and **seconded** by Robert Tuneski to approve the **2027 Board of Finance Budget Hearing** schedule with the following changes:

Monday, March 1, 2027: Remove Police Department and Fire Services, Add Human Resources, Retirement, Insurance, Legal, and Information Technology.

Wednesday, March 10, 2027: Remove Human Resources, Retirement, Insurance, Legal, and Information Technology, Add Police Department and Fire Services.

Vote: 5 - 0 - 0

Motion: Passed

Motion by Bill Sheehan and **seconded** by Robert Tuneski to approve the **2027 Board of Finance Regular Meeting schedule** as presented.

Vote: 5 – 0 – 0

Motion: Passed

7. New Business: none

8. Old Business: To review the *DRAFT* of the "Board of Finance Capital Project Review Policy".
Discussion was held regarding the final section of the drafted document:

"After reviewing each project, the Board of Finance may approve...

3) transfer a Current year Capital project to the Capital Non-Recurring project list."

It was decided by the board that if the Town's legal council deemed this unacceptable, the policy could be modified.

Motion by Bill Sheehan and **seconded** by Joseph Filippetti to approve the **Board of Finance Capital Project Review Policy** as presented.

Vote: 5 – 0 – 0

Motion: Passed

9. Liaison Reports:

- a. **Oswegatchie Building Committee:** Robert Tuneski updated the Board of Finance with the progress of the few, small delays due to the weather. Mr. Tuneski will bring photographs of the new building to the BOF regular meeting in October. In conclusion, the project is on budget and on schedule.
- b. **Police Commission:** Bill Sheehan reported that the Police Commission meetings are run efficiently. He feels that the Waterford Police Department is very effective in what they're doing as he often sees patrol officers throughout the town. He finds it quite interesting to see the amount of community work done by the department.

10. Correspondence: Bill Sheehan would like it noted that this is the first year that the Board of Finance has not received the Unassigned Fund Balanced Report by this time of year. Chairman Patterson asked the First Selectman, Rob Brule, to discuss the timeline of receipt with the Finance Director.

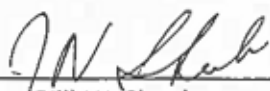
11. Adjournment

Motion by Bill Sheehan and **seconded** by Robert Tuneski to adjourn the Regular Meeting of the Board of Finance at 7:29pm.

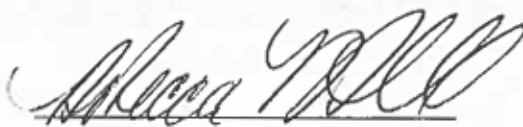
Vote: 5 – 0 – 0

Motion: Passed

Respectfully submitted,



John (Bill) W. Sheehan,
Clerk of the Board of Finance



Rebecca L. Hall,
Recording Secretary

**BOARD OF FINANCE
MEETING SCHEDULE
CALENDAR YEAR 2027**

ALL MEETINGS WILL BE HELD AT 7:00 P.M. UNLESS OTHERWISE NOTED

January 13, 2027	Regular Meeting
February 10, 2027	Regular Meeting
March 1, 2027	Budget Hearing
March 3, 2027	Budget Hearing
March 8, 2027	Budget Hearing
March 10, 2027	Regular Monthly Meeting (Followed by Budget Hearing)
March 10, 2027	Budget Hearing
March 15, 2027	Budget Hearing
March 17, 2027	Budget Hearing
March 22, 2027	Budget Hearing
March 24, 2027	Public Hearing on the budget followed by Special Meeting for Final Budgetary Action
April 7, 2027	Regular Meeting
May 3, 2027	RTM Annual Budget Meeting (anticipated to be conducted May 3 rd through 6 th)
May 26, 2027	Regular Meeting (Fourth Wednesday)
June 16, 2027	Regular Meeting
July 21, 2027	Regular Meeting (Third Wednesday)
August 11, 2027	Regular Meeting
September 8, 2027	Regular Meeting
October 13, 2027	Regular Meeting
November 17, 2027	Regular Meeting
December 8, 2027	Regular Meeting

ATTEST: *Daniel J. Lawrence*
 TOWN CLERK

2026 OCT 21 P 2:51

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**BOARD OF FINANCE
BUDGET HEARING SCHEDULE
FISCAL YEAR 2027/2028**

Monday, March 1, 2027	Library Human Resources Retirement Insurance Legal Information Technology Board of Finance Contingency
Wednesday, March 3, 2027	Ethics Commission Conservation of Health Public Health & Nursing Miscellaneous Social Grants Youth Services Senior Citizens Recreation and Parks
Monday, March 8, 2027	Economic Development Conservation Commission Planning and Zoning Zoning Board of Appeals Building Department Flood and Erosion Control Review Projected Revenue Finance Department
Wednesday, March 10, 2027	Regular Meeting
Wednesday, March 10, 2027	Police Department Fire Services Emergency Management
Monday, March 15, 2027	Registrar of Voters Assessor Board of Assessment Appeals Tax Collector Town Clerk Representative Town Meeting Board of Selectmen
Wednesday, March 17, 2027	Building Maintenance Public Works Capital Improvements Debt Service Transfers to Capital and Non-Recurring
Monday, March 22, 2027	Board of Education
Wednesday, March 24, 2027	Board of Finance Public Hearing on Budget Followed by Special Meeting for Final Budgetary Action
Monday, May 3, 2027	RTM Annual Budget Meeting (anticipated to be conducted May 3 rd through May 6 th)

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All Board of Finance Meetings will be held at the Waterford Town Hall at 7:00 p.m. and end at 10:30 p.m. unless otherwise noted. All budgets are due in the Finance Office on **December 18, 2026** WITH NO EXCEPTIONS.