

Board of Finance
Special Meeting Minutes
Zoom Meeting

Wednesday, November 18, 2020
7:00pm

Present: Chairman Ronald R. Fedor, Mark Geer, John Sheehan, Robert Tuneski, Tali Maidelis, Kevin Petchark, Glenn Patterson

Absent: None.

Elected: Robert J. Brule, First Selectman

Staff: Gary Schneider, Director of Public Works, David Camp, Town Clerk, Abbas Danesh, Treasurer, Kimberly Allen, Director of Finance, and Maryellen McConnell, Secretary

1. Establishment of a quorum and call to order:

A quorum was established and a call to order was established at 7:02 pm, November 18, 2020.

2. Public Comment: None.

3. Approval and acceptance of minutes of October 14, 2020 and October 23, 2020:

Motion by Tali Maidels and **seconded** by Mark Geer to approve the meeting minutes of October 14, 2020 and the Special Meeting Minutes of October 23, 2020.

Vote: 6-1

Abstain: 1

Motion: Passed

4. To consider and act on a request from Gary Schneider, Director of Public Works, for the attached FY21 Out of Series transfer request of \$5,000.

Account	Description	Approved Budget Amount	Current Budget Amount	Account Increase	Account Decrease	Revised Budget Amount
10130-52510	Rental of Equipment	20,000	(4,306.80)	5,000		693.20
10130-53300	Highway Materials	235,000	193,268.82		5,000	188,268.82

Motion by John Sheehan and **seconded** by Tali Maidels to approve the FY21 Out of Series transfer request of \$5,000.

Vote: 7-0

Motion: Passed

5. To consider and act on a request from Paige Walton, Assessor, for the attached FY21 Out of Series transfer request of \$150.00

Account	Description	Approved Budget Amount	Current Budget Amount	Account Increase	Account Decrease	Revised Budget Amount
10104-53020	Other Supplies	150.00	(132.47)	150.00		17.53
10104-52010	Advertising	650.00	650.00		(150.00)	500.00

Motion by John Sheehan and **seconded** by Tali Maidels to approve the FY21 Out of Series transfer request of \$150.00.

Vote: 7-0

Motion: Passed

6. Liaison Reports:
Glenn Patterson on the Municipal Complex: We have an updated schedule from O&G and they are looking to have a certificate of occupancy, for the garage space, for December 18th. They are in the final assembly of the building, landscaping, paving and the garbage truck canopy as well. It remains to be seen if it will be a temporary or final certificate of occupancy. Contractually, there are some questions that came up at the meeting, the committee will be asking Kimberly Allen to their next meeting to answer those questions, as they have added three items to the schedule 1) substantially complete, 2) complete and ready for final payment and 3) final payment. The committee was curious as to what those contract close out final actions were agreed upon between the last Finance Director, the Purchasing Agent and O&G. They are doing a punch list of about a dozen items from the previous phases will be done in the next few weeks and then a final punch list of items for the garage. Hopefully in the New Year, we will be reporting that Gary is in house.

Robert Brule, First Selectman on the Municipal Emergency Committee Meeting: We did have to shut down our meeting early, as we were Zoom bombed. We have rescheduled the meeting to this Friday at 3pm. About two weeks ago we went back around and disengaged all the basketball hoops, this was a regional effort with the City of New London, East Lyme and Groton that were seeing large gatherings of people. While everyone was well behaved, it was the behavior of no masks. Since then, the numbers that started this week are going up as there are more testing there will be more positives, I did speak with Stephen Mansfield and Steven Singara regarding this. We did know this would happen and we are not surprised by this. However; the reality of more tests and more positives is

behaviors and we need to monitor those. Waterford, myself and all of you have been keeping an eye on the forefront on keeping an eye on what is going on and making sure we are not starting programs. We were going to start some programming, however; we stopped about two weeks ago, so you will not be seeing any Recreation and Parks programs, Senior programs, in person Library programs or an in person Youth and Family Services programs. At town hall, people have been monitoring themselves. We are enforcing masks, cleaning, we have ordered additional plexi glass for interoffice type workers that do not feel comfortable and we can keep them safer. We are distancing people and want to take it to the next level, we are not at the point where we are closing anything down, that was discussed in our COG meeting. Some towns and cities are in worse shape than us and some are in better shape in terms of numbers. However; we are treating everyone like we did before, everyone who comes to all buildings has to wear a mask, and we have hand sanitizers everywhere. People who are contacts, which we have had, we have firefighters, police, ambulance, our spread has been a little more contained than some other towns. We catch it, we deal with it, quarantine, and contact tracing which Joyce Sauchuk has been doing a great job on the Board of Education side and Bruce Miller, Steve Singara, Chief Mahoney and staff have been doing a great job for contact tracing for our emergency personnel which is a priority. The one shift that we will be making, Steve Singara and Bruce Miller is working on this now, is more tightening of the five fire companies like we had at the very beginning. We had a verbal agreement for the past three weeks and now it is more formal. We are looking at ensuring that our emergency personnel in fire and in the ambulance is separated so there is no cross contamination and making sure that we do not spread COVID amongst ourselves. We have had staff, paid and volunteer, quarantine and we have the staff to cover the shifts I have daily calls with Bruce Miller from Fire Services and Charles from the Ambulance to make sure we can cover all of our calls. I talk daily with Chief Mahoney to make sure that everything is in good shape and we are doing well with handling that. The biggest thing is the numbers that will be out on Friday, they will be staggering. In one day we were at 25, and three hours later we get a call saying they were finally caught up to cases and we were at 25 more! We are closer to 50 people not 30. There are also two people in Bayview that do have COVID. We are keeping our eyes on the nursing homes again, as we were assured that they would keep an eye on the situation. We did have a COVID testing site at the high school today, we did this with Ledge Light, and we have between 300 and 400 people show up for testing. Common causes: school has not been the cause, it has been the family gatherings, social gatherings and sports. They have found this through contact tracing. Distribution of the vaccine: We are working with Stephen Mansfield on this and having Waterford be a regional area for flu shots, COVID testing in upper parking lot of the high school, and a host site of the

vaccine. KI distribution will be in the next few weeks will be happening through Emergency Management to test and help out with the Fire Police for training for a regional vaccination process.

7. Old Business: The Town Clerk is requesting that the previously approved transfer be cancelled. Contingency funds are no longer needed due to receipt of an additional grant received by the Town Clerk's office from the Center for Tech and Civic Life in the amount of \$9,180.

Motion by John Sheehan to decrease line #10109-51210 Clerical/Technical by \$2,800, line #10109-51810 Overtime \$1,782, line #10109-51920 FICA \$352, 10109-52020 Postage \$4,550, 10109-53280 Election Supplies \$2,474 and 10109-53010 Office Supplies \$756.00 and increase Contingency to \$5,593 and **seconded** by Mark Geer.

Vote: 7-0

Motion: Passed

8. New Business: None
9. Correspondence: Financial Report Correspondence: Where do we stand on closing out the Friendship School as we have severed all relationships with and the \$84 and change that is there? Also, the high school, last report we had was that it was at the state for approval and whether or not we will have to pay them, they will make it go away, or we have to justify what the school building committee did so we do not owe them as much.

Kimberly Allen – the last update I received from Joseph Mancini, BOE Director of Finance, which he is still working on that. I have requested a written update from the board, however; I have not received that yet. If he can't finalize this, we may have to step in and take over to get a final resolution.

10. Adjournment:

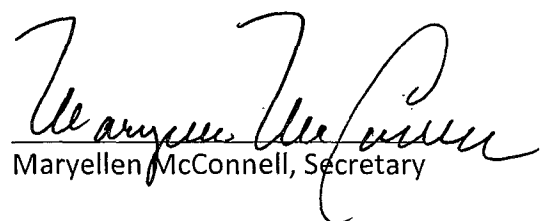
Motion by John Sheehan and **seconded** by Tali Maidels to adjourn the Meeting of the Board of Finance at 7:27 p.m.

Vote: 7-0

Motion: Passed

Respectfully submitted,


Mark Geer, Jr., Clerk


Maryellen McConnell, Secretary