

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



PHONE: 860-442-0553
www.waterfordct.org

Board of Finance
Budget Hearing Minutes

Wednesday, March 19, 2025
Town Hall Auditorium 7:00pm

Present: Chairman Glenn Patterson, Ronald R. Fedor, Bill Sheehan, Michael Rocchetti, Robert Tuneski, Joseph Filippetti

Absent: Josh Kelly

Elected: Rob Brule, First Selectman; Paul Goldstein, RTM Moderator; Patricia Fedor, BOE Chair

Staff: Jeff Robillard, IT Manager; Daniel Matheson, Public Works Assistant Director; Sandra Kenniston, Public Works Office Coordinator; Ryan McNamara, Director of Recreation & Parks; Jill Stevens, Utility Commission Director; Thomas Giard, Superintendent of Schools; Joseph Mancini, Director of Operations Board of Education; Jon Mullen, Planning Director; Rebecca Hall, Admin Assistant Finance Office/BOF Recording Secretary

1. **Establishment of a quorum and call to order:**

A quorum was established and a call to order was established at 7:00 pm, March 19, 2025.

2. **Public comment:** none

Standing Motion: was made by Robert Tuneski and **seconded** by Bill Sheehan to consider the budget requests without individual motions for each series and department to expedite the meeting. Bill Sheehan will make motion on all budgets and Ron Fedor will second the motion.

Vote: 6-0-0

Motion: Passed

3. **Building Maintenance Budget:**

Motion by Bill Sheehan and **seconded** by Ron Fedor to approve the Building Maintenance budget request for FY25/26 in the total amount of **\$1,020,000** designated by the Series Subtotals above.

Daniel Matheson, Public Works Assistant Director and Sandra Kenniston, Public Works Office Coordinator presented the budget request to the Board. Bill Sheehan requested more information to be provided for the values in the graphs/charts in future budget requests. The Board inquired about the following items in which Mrs. Kenniston will respond with answers after conferring with Gary Schneider, Director of Public Works (absent):

~\$98,000 transfer in FY25 – what was this for?

Fire House maintenance - will this work be acquired by Public Works?

How is the shared cost with the BOE calculated?

Vote: 6-0-0

Motion: Passed

RECEIVED FOR RECORD
WATERFORD, CT
MAR 25 A 8:34
TOWN CLERK

4. Public Works Budget:

Motion by Bill Sheehan and **seconded** by Ron Fedor to approve the Public Works budget request for FY25/26 in the total amount of **\$5,154,902** designated by the Series Subtotals above.

Daniel Matheson, Public Works Assistant Director and Sandra Kenniston, Public Works Office Coordinator presented the budget request to the Board. This budget request shows an increase of 1.35% over the FY25 budget. The Board discussed preventative automotive repairs, street light repairs, landfill updates, snow removal, staffing and supplies. Chairman Patterson made the Board aware of a potential cut of \$3,000 to line #51130 Engineering during the Final Action meeting schedule for Wednesday, March 26, 2025.

Vote: 6-0-0

Motion: Passed

5. Capital Improvements Budget:

Motion by Bill Sheehan and **seconded** by Ron Fedor to approve the Capital Improvements budget request for FY25/26 in the total amount of **\$1,101,089** designated by the Series Subtotals above.

Member Bill Sheehan gave a review of the capital plan noting that the Fleet Management Plan will have insufficient funds at the end of FY26, that the proposed General Fund Balance (GFB) projects will deplete the cushion of the Unassigned Fund Balance of the General Fund. He recommended that the Departments with those projects should get their projects approved as soon as possible or there may not be sufficient funds for the last projects.

Rob Brule began his budget presentation by making the Board aware of a Special Meeting called for the Board of Selectman to ratify this budget as it was not done at the last Regular Board of Selectman meeting. This Special Meeting will be held prior to Wednesday, March 26, 2025 so the Capital Improvement Budget will be ready for Board of Finance action at the Final Action Hearing.

The First Selectman stated he is committed to completing projects as planned. All projects are money, which ultimately is tax for the residents. With that in mind, he is taking the most fiscally responsible approach to the work that needs to be done and jobs are spaced out according to available funds projected year to year. Revenue is needed in town for FY26 and this is a high priority for him as he is currently investigating several potential sources. He thanked Chairman, Glenn Patterson, for working with him and considers him a valuable peer for constructing a good Capital Improvement Plan for the Town.

Ron Fedor offered a suggestion for the \$1 million Fleet budget. Mr. Fedor noted that the Town is repairing vehicles at a 50-60% of value of the vehicle. Why repair and not replace? He suggests selling vehicles before they lose all sellable value. Ultimately, the Town is looking to reduce the Fleet Plan by selling old vehicles while they still have value as long as there enough "spare" vehicles to support the departments.

Vote: 6-0-0

Motion: Passed

Motion by Joseph Filippetti and **seconded** by Michael Rocchetti to reorder the agenda by changing item #6 10139 – Debt Service to item #7, and line item #7 10140 – Transfers to Capital and Non-Recurring Expenditure Fund to item #6.

Vote: 6-0-0

Motion: Passed

6. Transfers to Capital and Non-Recurring Expenditure Fund:

Motion by Bill Sheehan and **seconded** by Ron Fedor to approve the Transfers to Capital and Non-Recurring Expenditure Fund request for FY25/26 in the total amount of **\$773,264** designated by the Series Subtotals above.

A project discussed was the Cross Country Sewer Main Access Project by the Utilities Commission. Utility Commission Director, Jill Stevens, gave a detailed explanation to the Board regarding this project. Ms. Stevens clarified that the budget request for this project covers the completion of Phase I which is to locate all of the Town's manholes and gain access to the inner workings to determine integrity of the piping.

A second Utility Commission project discussed was the Water Tank Asset Management Program. Director Stevens stated this is basically a long range insurance policy on the tank. It preserves the life of the asset via a 3rd party. The budget request is for the Fargo Road tank and Vauxhall Street tanks referred to in the backup.

Per Rob Brule, there are two (2) projects under the Board of Education that will be presented to the Board of Finance in April with the intention of paying for them with the General Fund Balance. The items are (a) Implementation of MUNIS (software that manages financials, procurement, HR, payroll, and revenues) at approximate \$413,000 and (b) the Energy Efficiency Project.

Vote: 6-0-0

Motion: Passed

7. Debt Services Budget:

Motion by Bill Sheehan and **seconded** by Ron Fedor to approve the Debt Services budget request for FY25/26 in the total amount of **\$7,964,500** designated by the Series Subtotals above.

Vote: 6-0-0

Motion: Passed

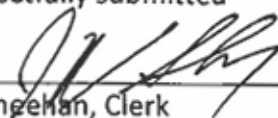
8. Adjournment:

Motion by Bill Sheehan and **seconded** by Michael Rocchetti to adjourn the Budget Meeting of the Board of Finance at 8:27pm.

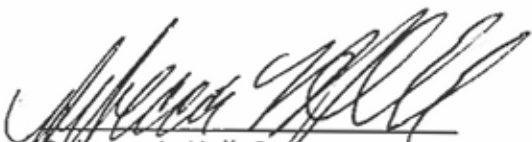
Vote: 6-0-0

Motion: Passed

Respectfully submitted



Bill Sheehan, Clerk



Rebecca L. Hall, Secretary