

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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TOWN CLERK

Board of Finance
Regular Meeting Minutes

Wednesday, December 11, 2024
Town Hall Auditorium 7:00 p.m.

Present: Glenn Patterson, Robert Tuneski, Joseph Filippetti (via cell phone), Bill Sheehan, Ron Fedor, Josh Kelly
Absent: Michael Rocchetti, Joseph Filippetti (left meeting after item #3)
Elected: Rob Brule, First Selectman; Abbas Danesh, Treasurer
Staff: Kimberly Allen, Director of Finance; 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 7:00 p.m. December 11, 2024.

2. **Election of Chair**

Glenn Patterson was nominated to be the Chair.

Motion by Bill Sheehan and **seconded** by Ron Fedor to open and approve the nomination.
Vote: 6-0-0 **Motion:** Passed

Motion by Bill Sheehan and **seconded** by Ron Fedor to close the nomination process.
Vote: 6-0-0 **Motion:** Passed

3. **Election of Clerk**

Bill Sheehan was nominated to be the Clerk.

Motion by Robert Tuneski and **seconded** by Ron Fedor to open and approve the nomination.
Vote: 6-0-0 **Motion:** Passed

Motion by Ron Fedor and **seconded** by Josh Kelly to close the nomination process.
Vote: 6-0-0 **Motion:** Passed

4. **Public Comment:** none

5. **Approval and acceptance of minutes:**
Regular Meeting on November 13, 2024

Motion by Bill Sheehan and **seconded** by Josh Kelly to approve the minutes of the November 13, 2024 Regular Meeting as presented.

Vote: 5-0-0

Motion: Passed

6. To consider and act on a request for an additional appropriation from the Director of Recreation and Parks, Ryan McNamara, in the amount of **\$4,330** for Employee Separation (Line #10137-51610 Personnel Budget) from the Town of Waterford and forward to the RTM if required.

Motion by Bill Sheehan and **seconded** by Robert Tuneski to transfer **\$4,330** from Contingency to Line Item #10137-51610 Personnel Budget.

Vote: 5-0-0

Motion: Passed

7. To consider and act on a request for a FY25 Out-of-Series Transfer from the Director of Public Works, Gary Schneider, in the amount of **\$25,734** to cover budget expenditures.

Motion by Bill Sheehan and **seconded** by Ron Fedor to transfer **\$25,734** as follows:

TOWN OF WATERFORD
TRANSFER REQUEST FORM
Out of Series Transfer Request

Public Works
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Budget Amount	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Budget Amount
1	10130	52030	Professional Fees	120,000.00	(6,508.00)	17,000.00		10,492.00
2	10130	52510	Rental of Equipment	20,000.00	(6,198.00)	6,198.00		0.00
3	10130	52531	Landfill Cap Maintenance	25,000.00	(2,536.00)	2,536.00		0.00
4	10130	53300	Highway Materials	160,000.00	71,817.00		25,734.00	46,083.00
5								0.00
6								0.00
7								0.00
8								0.00
9								0.00
10								0.00
								0.00
								0.00
				TOTAL	25,734.00	25,734.00		

Explanation

See attached explanation

Discussion opened by Josh Kelly noting how he appreciated the detailed back up for this request. Ron Fedor questioned why some roads, like Spithead Road, have not been repaved and if the project was still being pursued by the town. First Selectman Rob Brule responded saying he will follow up with the Mr. Schneider to see where that project stands.

Vote: 5-0-0

Motion: Passed

8. Appointment of a Board of Finance member to the Fleet Management Ad Hoc Committee for a term of one (1) year December 2024 to December 2025.

Glenn Patterson nominated for the position.

Motion by Bill Sheehan and **seconded** by Ron Fedor to approve the nomination.

Vote: 5-0-0

Motion: Passed

9. Appointment of two Board of Finance members to serve on the RTM Long Range Fiscal Planning Committee for a term of one (1) year December 2024 to December 2025.

Ron Fedor and Glenn Patterson nominated for the positions.

Motion by Bill Sheehan and **seconded** by Robert Tuneski to approve the nominations.

Vote: 5-0-0

Motion: Passed

10. Selection of Board of Finance liaisons to Town of Waterford Boards and Commissions for a term of one (1) year. 2023-2024 Liaisons as follows:
- a. Board of Education: Michael Rocchetti
 - b. Board of Selectmen: Glenn Patterson
 - c. Utility Commission: Robert Tuneski
 - d. Recreation & Parks Commission: Robert Tuneski
 - e. Police Commission: David Peabody
 - f. Senior Citizen Commission: Joseph Filippetti
 - g. Youth Service Advisory Council: Joseph Filippetti
 - h. Emergency Management Advisory Council: Bill Sheehan
 - i. Representative Town Meeting: Glenn Patterson
 - j. School Building Committee: Robert Tuneski

Motion by Bill Sheehan and **seconded** by Robert Tuneski to keep all Board of Finance members assigned as liaisons to the mentioned Town of Waterford Boards and Commissions with the exception of the Police Commission and School Building Committee whose liaisons will be replaced by Josh Kelly.

Modification to the motion to remove the replacement of the School Building Committee liaison.

Vote: 5-0-0

Motion: Passed

2025-2026 Liaisons as follows:

Board of Finance	Liaison Appointments	2025-2026
Board/Commission/Committee	Liaison	Notes
Ad Hoc Committee to Screen Social Service Grant Budgets	Ronald Fedor	12/2024-12/2025
Board of Education	Michael Rocchetti	12/2024-12/2025
Board of Selectman	Glenn Patterson	12/2024-12/2025
Emergency Management Advisory Council	Bill Sheehan	12/2024-12/2025
Fleet Management Ad Hoc Committee	Glenn Patterson	12/2024-12/2025
Long Range Fiscal Planning Committee (RTM)	Glenn Patterson	12/2024-12/2025
Long Range Fiscal Planning Committee (RTM)	Ronald Fedor	12/2024-12/2025
Recreation & Parks Commission	Robert Tuneski	12/2024-12/2025
Retirement Commission (2 years)	Michael Rocchetti	12/2023-12/2025
Representative Town Meeting (RTM)	Glenn Patterson	12/2024-12/2025
Police Commission	Josh Kelly	12/2024-12/2025
School Building Committee	Robert Tuneski	2/2024 - 6/2024, 7/2024 - 6/2025
Senior Citizens Commission	Joseph Filippetti	12/2024-12/2025
Utility Commission	Robert Tuneski	12/2024-12/2025
Youth Services Advisory Council	Joseph Filippetti	12/2024-12/2025

11. **Old Business:** None

12. **New Business:** None

13. **Liaison Reports:**

- a. Bill Sheehan: **Board of Education** negotiations with administrators took place on 12/4/24. The contract was settled on in mediation and will follow through the chain of Town approvals in the next few months.
- b. Robert Tuneski: **Oswegatchie Fire House Building Committee** presented to the RTM on 12/2/24 and he believes it went well. Cost of the new build is now predicated on the market. They are hoping to go out to bid by Spring 2025. The Committee is looking into heating options as well as pricing plumbing and electricity for the new building.

14. **Correspondence:** Bill Sheehan noted that the Unassigned Balance of the General Fund is now approximately \$20 million as many projects in town have been completed. He does believe this amount will need to be bonded once the new Oswegatchie Fire house build begins.

15. Adjournment

Motion by Bill Sheehan and **seconded** by Robert Tuneski to adjourn the Regular Meeting of the Board of Finance at 7:33pm.

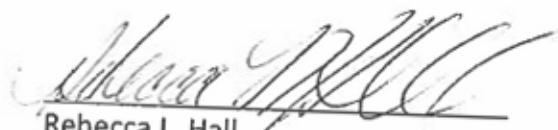
Vote: 5-0-0

Motion: Passed

Respectfully submitted,



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



Rebecca L. Hall,
Recording Secretary