Board of Finance
Regular Meeting Minutes
Revision #1 Remote Access

Wednesday, June 10, 2020
7:00 pm

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

Absent: None.

Elected: Robert J. Brule, First Selectman

RTM: None.

Staff: Kim Allen, Finance Director, Thomas Giard, Superintendent of Schools, Joseph Mancini, Director of Finance/Operations BOE, Robert Avena, Town Attorney, Abbas Danesh, Treasurer, 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 7:00 pm, June 10, 2020.

2. Public comment: no public comment

3. Executive Session: An Executive Session was called to order at 7:01 pm and finished at 7:10 pm. No actions were taken during the Executive Session.

4. Approval and acceptance of regular minutes from May 20, 2020

   Motion by Mark Geer and **seconded** by John Sheehan to approve May 20, 2020, Hearing Minutes and also to amend the minutes and change the date from March 11, 2020 to May 20, 2020.

   Vote: 6-0 **Motion: Passed**

5. To consider and act on an approved Board of Selectman appropriation request for an **appropriation in the amount of $30,000 from Capital and Non-recurring designated line 20560-57808 (replace DVR Security Camera)** and to forward to the RTM for final approval.

   Motion by John Sheehan and **seconded** by Tali Maidelis to approve the Request as stated:

   Vote: 5-1 **Abstain: Mark Geer** **Motion: Passed**

6. To consider and act on an approved Board of Selectman appropriation request for an **appropriation in the amount of $155,287.12 from Capital and Non-recurring designated line 20560-57822 (IT Learning Boards – end of life)** and to forward to the RTM for final approval.

Motion by John Sheehan and **seconded** by Tali Maidelis to approve the Request as stated and **forward onto the RTM.**

Vote: 5-1 **Abstain: Mark Geer** **Motion: Passed**

7. To consider and act on an approved Board of Selectman appropriation request for and **an appropriation in the amount of $139,125 from Capital and Non-recurring designated line 20560-57827 (IT Virtual Desktop Main processor)** and to forward to the RTM for final approval

Motion by John Sheehan and **seconded** by Tali Maidelis to approve the Request as stated and **forward onto the RTM.**

Vote: 5-1 **Abstain: Mark Geer** **Motion: Passed**

8. To consider and act on an approved Board of Selectman appropriation request for and **an appropriation in the amount of $100,000 from Capital and Non-recurring designated line 20560-57842 (School Security)** and to forward to the RTM for final approval.

The Board of Finance went into and Executive Session at 7:23pm and returned at 7:31pm to discuss School Security. No actions were taken during the Executive Session.

Motion by John Sheehan and **seconded** by Glenn Patterson to approve the Request as stated and **forward to the RTM.**

Vote: 5-1 **Abstain: Mark Geer** **Motion: Passed**

9. To consider and act on a request from the Board of Education to seek approval for the **establishment of a Non-Lapsing account** under Connecticut General Statutes 10-248A.

A discussion ensued about setting up the account and drawing up a memorandum of understanding that stipulates how the money would be spent and how it would be approved by the Board of Finance.

Motion by John Sheehan and **seconded** by Glenn Patterson to table the Request as stated until the July 15th meeting

Vote: 5-1 **Abstain: Mark Geer** **Motion: Passed**

10. Review of all Capital and CNR projects.

A discussion ensued regarding the departments, and several questions they had. Most questions were answered by Kim Allen, as the departments did submit summaries to her.

Motion by John Sheehan and **seconded** by Mark Geer to approve the return of $358,481.29 designated by the line items to the **Current Year Capital**. Also return of $271,516.20 and $19,479 to the **Capital Non-Recurring Fund**, for a total of $649,746.49

11. Appointee and Liaison updates.

We will be adding a new member to the Board of Finance very soon, as we have been waiting a while.

Municipal Complex: Glenn Patterson stated that he and the Municipal Complex committee has had nothing but positive comments coming from the workers in the building. Especially that it is now a more functional building. The next phase of the project is underway, they have gone through and abated the asbestos in the old building. Demolition of the building will be done by the end of June. In mid-June they will start the environmental remediation, on a not to interfere basis with the demolition. The remediation should be complete by October depending on the plume that is in the soil. While they are doing the remediation, they will start with the foundation of the garage. They are expecting to be complete in February.

12. Old Business: None

14. New Business:

Request by John Sheehan for Kim Allen, Finance Director, for an update COVID-19 expenses and status of what is and what is not covered by FEMA:

The State requested our expected costs rather early, we projected $124,000 through June 30th, and to date we have spent $145,000. That includes all of our materials, supplies labor and benefits. Our FEMA grant has been submitted through June 30, 2020, for $179,000, they will not be covering some items like IT equipment (cameras for Zoom meetings) as this is considered operational equipment. However; the State has released information that they will be covering expenses as well. So we are expecting 100% reimbursement on all expenses.

Request by John Sheehan for Tom Girard and Joe Mancini of the Board of Education to give a brief on distance learning:

It has been a completely remarkable transition and we are very proud of our team as we had to flip the switch and do things completely different in twenty-four hours. At the six week mark the Board sent out surveys to parents to see how everything was going and about 88% said that was going very smooth for them. Another survey will be going out next week. The summer school guidance that came out from the State was fairly direct.in terms of the expectations. We have a limited number of staff willing and able to provide in person on site summer school programming. We will be running a distance summer school program, in terms of transportation, having to provide bus monitors, the restrictions of no more than ten people per room and masks all day and kids six feet apart. If that does transfer to the fall, it will be challenging at best.

10. Correspondence: None

11. Adjournment:

Motion by John Sheehan and **seconded** by Mark Geer to adjourn the Meeting of the Board of Finance at 8:35 p.m.

Vote: 6-0 **Motion: Passed**

Respectfully submitted,

Mark Geer, Jr. mmm

Mark Geer, Jr., Clerk

Maryellen McConnell

Maryellen McConnell, Secretary