

Board of Finance  
Regular Meeting Minutes

Wednesday, May 19, 2021  
Waterford Town Hall, 7:00 pm

Present: Chairman Ronald Fedor, John Sheehan, Glenn Patterson, Robert Tuneski, Tali Maidelis

Absent: Mark Geer, Kevin Petchark, Robert Brule, Thomas Dembek

Elected: None

RTM: None

Staff: Alan Wilensky, Tax Collector, Thomas Giard, Superintendent, Board of Education, Abbas Danesh, Treasurer, Joyce Sauchuk, HR Director, Kimberly Allen, Finance Director, Maryellen McConnell, Secretary

1. Establishment of a quorum and call to order:

A quorum was established and a call to order was established at 7:05 pm, May 19, 2021.

2. Public comment: None

3. Approval and acceptance of minutes:

**Motion** by John Sheehan and **seconded** by Tali Maidelis to approve the minutes of April 14, 2021.

**Vote: 5-0-0**

**Motion: Passed**

4. Review of the 2021 Audit Engagement Letter from CLA (CliftonLarsonAllen LLP).

5. To consider and act on a request from Alan Wilensky, Tax Collector, to review a list of **tax accounts to approve for transfer to suspense for the current fiscal year.**

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

**Vote: 5-0-0**

**Motion: Passed**

**\* Note: all transfer agenda items were tabled as the BOS meeting was cancelled and the transfers were not approved to be forwarded to the BOF.**

6. To consider and act on a transfer request from the Board of Selectmen, contingent upon their approval, on behalf of Jeff Lathrop, Interim Director of Fire Services for an **Out of Series Transfer**:

**Motion** by John Sheehan and **seconded** by Glenn Patterson to table the vote to the next Board of Finance meeting in June.

**Vote: 5-0-0**

**Motion: Passed**

7. To consider and act on a transfer request from the Board of Selectmen, contingent upon their approval, on behalf of Kimberly Allen, Finance Director for an **Out of Series Transfer**:

**Motion** by John Sheehan and **seconded** by Glenn Patterson to table the vote to the next Board of Finance meeting in June.

**Vote: 5-0-0**

**Motion: Passed**

8. To consider and act on a transfer request from the Board of Selectmen, contingent upon their approval, on behalf of Paige Walton, Assessor, for an **Out of Series Transfer**:

**Motion** by John Sheehan and **seconded** by Glenn Patterson to table the vote to the next Board of Finance meeting in June.

**Vote: 5-0-0**

**Motion: Passed**

9. To consider and act on a transfer request from the Board of Selectmen, contingent upon their approval, on behalf of Steven Sinagra, Emergency Management Director, for an **Out of Series Transfer**:

**Motion** by John Sheehan and **seconded** by Glenn Patterson to table the vote to the next Board of Finance meeting in June.

**Vote: 5-0-0**

**Motion: Passed**

10. To consider and act on a transfer request from the Board of Selectmen, contingent upon their approval, on behalf of Chief Brett Mahoney, IT Chairman, for an **Out of Series Transfer**:

**Motion** by John Sheehan and **seconded** by Glenn Patterson to table the vote to the next Board of Finance meeting in June.

**Vote: 5-0-0**

**Motion: Passed**

11. Discussion: Board of Education FY21 Balance Projection and Capital/CNR Funding:

Discussion ensued with Thomas Giard, Superintendent of the Board of Education, and a projected year-end fund balance. Discussion continued on capital projects they would like to pursue and ways to fund future projects with the FY21 year-end balance being returned to the town.

12. Review list of FY21/22 Revenues and Estimated Tax Rate Based upon the RTM 2022 budget.

|                                  |                  |
|----------------------------------|------------------|
| St of CT – Education Grants:     | \$332,444        |
| St of CT – General Gov't Grants: | <u>\$716,618</u> |
| Total State:                     | \$1,049,062      |

**Other Sources:**

|                                   |              |
|-----------------------------------|--------------|
| Total General Gov't:              | \$2,383,383  |
| Total Revenue Exclusive of Taxes: | \$3,634,035  |
| Total Property Taxes:             | \$94,084,450 |
| Grand Total Revenue:              | \$97,718,485 |

13. Establish Tax Rate of Fiscal Year 2021-2022.

**Motion** by John Sheehan and **seconded** by Glenn Patterson to set the mill rate for the Town of Waterford at 27.64 which is -0.23 less than last year.

**Vote: 5-0-0**

**Motion: Passed**

14. Old business: None

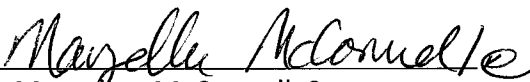
15. New business: Joyce Sauchuk - wanted to speak with the Board of Finance and let them know she gave her resignation to Robert Brule, First Selectman, on May 18, 2021. She also wanted to inform the Board of Finance that the PRB as approved an HR Administrative Assistant position to be effective July 1, 2021. This new position will need funding by the BOF as the funding is not needed until July 1<sup>st</sup>, an appropriation to the BOS, the BOF and onto the RTM will be requested after July 1, 2021 when the amount is known. Attorney Eileen Duggan will be available for any grievances, or any labor issues until the new HR Director is hired.
16. Liaison Reports: Glenn Patterson – Municipal Complex: the final landscaping will be finished this month. We are under budget and ahead of schedule, I will have numbers at the next meeting on what the board will be paying out.
17. Correspondence:
18. Adjournment:

**Motion** by John Sheehan and **seconded** by Glenn Patterson to adjourn the Meeting of the Board of Finance at 8:12 p.m.

**Vote: 5-0-0**

**Motion: Passed**

Respectfully submitted,

  
Maryellen McConnell, Secretary