

TOWN OF WILLINGTON

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BOARD OF FINANCE

Regular Meeting
Online Only

June 16, 2022
6:30 PM

**Minutes are not official until approved at the next regular meeting*

Members Present (a quorum of 4 members is required to conduct business):

Mike Makuch- Chairman
Elisabeth Woolf
Geoff Prusak
Peter Tanaka
Stephanie Summers
Jim Gilligan

Also Present:

Erika Wiecewski
Donna Latincsics- Business Manager
Members of the Public

Chairman Mike Makuch called the meeting to order at 7:06 PM.

SEATING OF ALTERNANTES:

Mike made a motion to seat Elisabeth for Christina.

Geoff seconds.

All in favor.

Motion passes.

PRESENT TO SPEAK:

Ralph Tulis 47 Village Hill Road is wondering about 2022 BOF minutes and when they will be posted, Mike says they had some coordination and technical issues, they should be posted tomorrow and voted on in the next meeting.

OLD BUSINESS:

Budget Status- Financial Report

Revenue is expected to be higher than budgeted, Town Clerk conveyance fees and building permits will offset a shortfall in investment income and we will receive a \$20,000 Municipal grant from the State in June. There are some overspent items on the expenditure side.

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Stef is wondering if anything in the report is a concern since this is the May report and there is still time left in the fiscal year. Mike and Donna are pleased with the report, especially the additional revenue and think the rest of the fiscal year should carry out just fine.

Update from School Building Committee representative

The meeting was cancelled, but Mike ensures everyone that there is action going on behind the scenes and not to take the cancellation of the meeting as a sign that there is no progress being made. There is activity going on from the BOE for the ed. spec. which will help define the programmatic needs of a new space, whether it will be a renovation, or a new school and The Land Assessment Subcommittee is continuing to work on land assessments.

ARPA update:

Representatives report was read aloud from Mike as a stand in for Christina because she was running late. There are more requests, and the fund is running low, they will not be able to fulfill all the requests because it would take them in to the negative. Stef wanted some clarity about some of the requests, Mike and Erika specified where they could.

Process discussion: there was some concern on the process because one of the ARPA requests was for Town Employee retention bonuses and a lot of the members of the ARPA board are town employees so there seemed to be a conflict of interest for the board members to potentially have the ability to vote for their own bonuses. There was some discussion and talk of it going to a public hearing to figure that out.

Stef made a motion to table the ARPA discussion until Christina arrives

Pete seconds.

All in favor.

Motion passes.

New Business:

1) End of fiscal year transfers

There are 3 CIP projects that will not be completed before the fiscal year ends on June 30

- \$41,500 for CES fire panel
- \$62,500 for HMS fire panel
- \$35,000 for Village Hill drainage

Pete wants to know why these haven't gotten done. Mike answers that Phil mentioned the fire panels didn't get done due to timing and not wanting the work to be done during the school year while the building was occupied. Erika states that the Village Hill drainage didn't get done due to the impact of rain and other road damage that consumed the DPW time.

Mike made a motion to move \$41,500 from line #0930- Capital Expenditures to line #0503-Capital Projects to carry the appropriation forward for the CES Fire Panel Project

Stef seconds.

Pete would like to discuss the potential of financing this project from the BOE's non-lapsing fund. Mike states that he thinks it legally could be, however these funds for this project were already approved by the taxpayers, so they would just be allowing the project to continue into the next fiscal year. Stef and Pete share their views on what the BOE non-lapsing fund is for.

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Stef, yes, Pete, no, Geoff, yes, Elisabeth, yes, Mike, yes
Motion passes.

Mike made a motion to move \$62,500 from line #0930- Capital Expenditures to line #0503-Capital Projects to carry the appropriation forward for the HMS Fire Panel Project
Stef seconds.
All in favor.
Motion passes

Mike made a motion to move \$35,000 from line #0930- Capital Expenditures to line #0503-Capital Projects to carry the appropriation forward for the Village Hill Drainage Project
Pete seconds.
All in favor
Motion passes

Discussion on suggested motions for FY 21-22 Salary Budget transfers: Mike questions "the possibility for a bonus for some elected officials" and states that he feels uncomfortable agreeing to something that is an unknown. Mike wants to table these transfers since they will need more discussion.

Mike made a motion to move \$8,000 from line #0831- Employee Health Insurance to line #0185-Senior Center
Stef seconds.
All in favor
Motion passes

Pete made a motion to seat Jim as an alternate for Joe.
Mike seconds.
Geoff says this is why the meetings should be in person.
Stef, abstain, Pete, yes, Geoff, yes, Elisabeth, yes, Mike, yes.
Motion passes.

Mike made a motion to move \$1,000 from line #0831- Employee Health Insurance to line #0133-Auditor
Pete seconds.
All in favor
Motion passes

Pete made a motion to table the other transfers until more information is provided
Mike seconds.

Erika states that if he wants, they could remove \$4000 from the \$4655 line item to table the \$4000 potential bonuses and approve the rest, she thinks it would be prudent to approve everything else because some of the departments may not have enough in their budget to account for the last payment of retroactive pay to go through without being overdrawn. Stef and Pete would also like more details in the line items because there is not a dollar for dollar match up and there are no descriptors within the lines to show exactly what part(s) of the departments these monies are going towards.

Stef, yes, Pete, yes, Christina, abstain, Geoff, yes, Jim, yes, Mike, yes.

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Motion passes.

Mike and Stef reiterate that they want more details in seeing the line items within the departments, even though they know they approve the departments, seeing how the money is being dispersed within the department will help them to vote. Pete would like it to be broken in to 10 motions to represent the 10 transfers as opposed to one motion. Erika wants to point out that what the BOF is asking for requires a lot of extra work from Donna who already has done a lot of work in providing the BOF with what they are already looking at as well as the normal end-of-year tasks she has. Donna comments that it will be extra work, but she is happy to do it if that will help the BOF. Mike states that sometimes doing the extra work is what is needed to ensure a prudent choice.

- 2) Board/Financial Policies: Mike wants to pause here and go back to the ARPA discussion now that Christina has arrived.

ARPA update:

Christina states that yes, there are more requests than monies left. She says that now that the end of the funding is near, they will be looking at and vetting approvals more closely to make good with the funds that are left. The next meeting will be Monday the 27 where they will go over projects and plans to discuss at the next public hearing scheduled for July 11. Mike asks if there is anything new on how to vote in the bonuses, Christina says there has been some discussion, but they haven't figured out how to handle that yet. As far as how the remainder of the funds get dispersed, Christina says the process is first come first served and that is typically how they choose which projects would get approved. Since the funds are running low, they may have to vote to partially fund projects, or not fund at all and public input is important for deciding which projects townspeople feel are most important to support.

- 3) Review of previous budget seasons and lessons learned for the future: Mike brought up understanding the differences between capital purchases, leasing, and leasing to purchase and how purchases and leases are approved. Mike would like more clarity on these different options and for it to be added to the board manual so new members don't have to keep asking the same questions. Stef mentions she would also like there to be more information available to the public online as well as information given to the members of the BOF in a more timely fashion so they have time to digest the information. Mike agreed and said that having and recognizing deadlines for materials and agenda items to be accepted would help.

Correspondence:

Everyone should have everything in their emails

PRESENT TO SPEAK:

None

GOOD AND WELFARE:

Mike is happy to see that revenue is higher than expected and wants to give special recognition to Donna for all her hard work.

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Peter makes a motion to adjourn the meeting at 8:32 pm.

Mike Seconds this motion

All in favor

Motion passes

Respectfully submitted,

Samantha Sperry

Recording Secretary

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WILLINGTON, CT.
2022 JUN 30 A 10: 05


TOWN CLERK