

Town of Cromwell, CT
Board of Finance
Regular Meeting
Thursday, May 23, 2019
Town Hall Room 7:00 P.M. Room 224/225

Minutes and Record of Vote

Present: Chairman John Henehan, Vice-Chairman Julius Neto, Amanda Drew, Ed Maley Jr.
(attended at 7:12 p.m.), Bob Milardo, Alternate Dan Kelly and Alternate Jon Dzurka

Also Present: Town Manager Anthony Salvatore and Finance Director Marianne Sylvester

Not Present: Steve Wygonowski and Alternate Allan Spotts

Called To Order – Chairman John Henehan called the Regular Meeting dated May 23, 2019 to order at 7:00 p.m.

Pledge of Allegiance – The Pledge of Allegiance was said by all.

Seat Alternates – A motion was made by Mr. Neto and seconded by Ms. Drew to seat Alternate Dan Kelly. *All in favor – Motion Passed.*

Approval of Agenda – A motion was made by Mr. Neto and seconded by Ms. Drew to approve the agenda dated May 23, 2019. *All in favor – Motion Passed.*

Approval of Minutes of Previous Meetings – Tabled for next month's meeting.

Citizens Report – None

Report of the Town Manager – Town Manager Anthony Salvatore reported that the three areas of concern are still being monitored (Senior Transportation, Legal and Registrar's of Voters). He also noted that they had gone out for bonding with good results. The rate came in at 2.62% and they were very pleased with the economic development and financial position Cromwell is in.

Discussion regarding the new developments/businesses coming into Cromwell. Mr. Salvatore updated on the various new businesses coming into the town (timelines and some details for each project).

Town Manager also mentioned that there is no new news from the State other what was already reported.

Report of the Finance Director – Finance Director Marianne Sylvester reported that the budget report in your packets was through the end of April 2019. She confirmed the areas of concern (Voters Registrars as one). Expected to come in with less of a deficit than anticipated (approximately \$1,500 instead of \$5,000). Legal expenses expected to be around \$10,000 - \$15,000 (still waiting for a couple of invoices and waiting to hear on the negotiation are still in progress for two union contracts) and

Senior Services/Transportation appears that they will be able to make the existing budget work. She noted that they had some staffing issues that affected their budget.

Report of The Tax Collector – Finance Director Marianne Sylvester answered questions regarding the Cash Collections Report in the absence of the Tax Collector. The 100% shown is for 100% collections of the budgeted 98%. Included in your packets is the Cash Collections Report as of the end of April 2019.

Old Business – None

New Business –

1. **Discussion and action to approve the 2019-20 appropriation of \$20,000 within the CNR Fund for Time Clocks. (Part of approved 2019-20 budget allocation for CNR; specific approval of this request was missed during budget workshop.)**

A motion was made by Mr. Milardo and seconded by Ms. Drew to approve the 2019-20 appropriation of \$20,000 with the CNR Fund for Time Clocks. *All in Favor – Motion Passed.*

Mr. Salvatore state that this was an oversight where we didn't have the Finance Board approve this line. Ms. Sylvester explained that this is to specifically approve the appropriate the funds from the CNR Fund. Included in your packets is the five-year capital plan, reasons for the need of the time clocks and the order form detailing the appropriation. Discussion took place asking about the particulars (pros and cons). Input from various members of the Board inputting their experiences to have time clocks versus mobile capabilities. Mr. Salvatore gave specifics for locations of the time clocks and the needs in certain areas.

Mr. Maley reiterated by stating that the amount that they voted in one action can be transfer to CNR Fund would be \$20,000 short of the amount that you would (today) \$20,000 greater than the amount of the total for projects budgeted; so, by adding the \$20,000 we would be matching the budget amount for projects.

Board of Education-Liaison Report – Ms. Drew reported that the Superintendent stated that they are confident that the hit of \$150,000 can be absorbed in the Board of Education Budget for 2019-20. It was voted on the reduced budget. They went through each line item and took away where they can. The took \$44,000 from the building principals (each taking about \$10,000 from their account), they reduced the projected cost for the interim administrators by \$13,000, they reduced the salary for the HR by \$43,500, they went into their grants of \$45,000 and bought bulk paper this year instead of next year for \$4,500.

They noted that due their issues that they will end this year's budget with a slight surplus.

Chairman's Comments – Chairman Henehan mentioned that he was sorry for missing last month's meeting. Great to be back and did say that this would be a short meeting.

Mr. Maley asked as discussion where we would be comfortable in the amount in the reserve fund. Noticed that it was not on this month's agenda. Ms. Sylvester stated that she is in the process of

getting answers to the specifics that were asked of her. She noted that trying to get answers in the summer months may not happen and is leaning to have your answer by August or September.

Vice-Chairman's Comments – Vice Chairman had to comments but did ask Mr. Maley if he had any new input from the State and he had no new news as to what is happening with the State Budget.

Good and Welfare – None

Adjournment – A motion was made by Mr. Milardo and seconded by Mr. Neto to adjourn the meeting at 7:27p.m. *All in Favor – Motion Passed*

Respectfully submitted,

Cynthia Hardacker

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Recording Clerk