

Town of Cromwell, CT
Board of Finance
Regular Meeting
Thursday, September 26, 2019
Town Hall Room 7:00 P.M. Room 224/225

Minutes and Record of Vote

Present: Chairman John Henehan, Allan Spotts, Ed Maley Jr., Steve Wygonowski, Alternate Dan Kelly and Alternate John Ireland

Also Present: Town Manager Anthony Salvatore and Town Manager Jon Harriman

Not Present: Vice-Chairman Julius Neto, Bob Milardo and Alternate Jon Dzurka

Also Not Present: Finance Director Marianne Sylvester

Called To Order – Chairman John Henehan called the Regular Meeting dated October 24, 2019 to order at 7:01 p.m.

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

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

A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to seat Alternate John Ireland. *All in favor – Motion Passed.*

Approval of Agenda – A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve the agenda dated October 24, 2019. *All in favor – Motion Passed.*

Citizens Comments – None

Approval of Minutes of Previous Meetings:

- 1. Regular Meeting of August 22, 2019*** – A Motion was made by Mr. Maley and seconded by Mr. Kelly to approve the minutes as amended from the Regular Meeting dated September 26, 2019. *All in favor – Motion Passed.*

Page 2 under Report of the Town Manager on Line 3 – Change wording from “Manager and the District Director” to “Manager and the Fire District Director”.

Report of the Town Manager – Town Manager Anthony Salvatore reported on the following:

- The State is still debating on the tarring of the roads and still has not gone out for bonding. Hopefully it will be resolved but if not, it has been budgeted to cover and the General Fund has approximately \$280,000 to cover FY planing from money used for winter road maintenance and road repairs. It was questioned if there was history of the State not covering these fund and Mr. Maley stated that he has not seen where they did not cover this. The amount may have changed but should get it eventually. At this time it is not a major issue.

- The library is done – waiting for the Fire Marshal to signoff on his section. A rededication to be scheduled in the next several weeks. Mr. Salvatore also mention that he has been getting a lot of compliments to how the facility turned out and encouraged everyone to check it out.
- The Public Works facility is moving forward. The contractor is on-site with material bringing it up to pre-grade and hope to have the foundation in before the weather turns bad.
- Starting Monday portions of Cole Road is being paved. Specifics were given as to what is planned.
- Mr. Salvatore had a meeting with CCM. They will be putting together a proposal, which Mr. Salvatore is reviewing and gave a copy to the Fire District. Once it has been passed onto the Town Council and analysis is made to see if they save money by joining forces.

Report of the Finance Director – Finance Director Marianne Sylvester was not present but did supply Budget Reports thru the end of September 2019. Town Manager reported that there were no concerns with the budget at this time. Tax Collections are going the same as the last fiscal year. Building Permits are doing exceptional.

There was some conversation regarding General Expense. Mr. Salvatore noted that Ms. Sylvester would explain specifics at next month's meeting.

Report of The Tax Collector – Refer to the Collections Report included in your packet through the end of September 2019.

Old Business –

1. Discussion regarding General Fund Fund Balance Policy

a. Recommendation to Town Council regarding General Fund fund balance level.

Chairman Henahan highlighted some of the information provided in the previous meeting. He stated that this Board does not make a decision on this matter. We would recommend and then the Town Council would decide on the policy. Each member of the Finance Board expressed their thoughts on the wording of the policy and the range the General Fund Balance should be at. All seem to agree to keep the wording simple.

A motion was made by Mr. Spotts and seconded by Mr. Kelly to table this matter until next month's meeting. ***All in favor – Motion Passed.***

New Business –

1. Discussion and action to increase the appropriation by \$421,202 for the Coles Road Reconstruction project from the same fund originally use to fund project and to be fully funded by the Local Transportation Capital Improvement Program.

A motion was made by Mr. Maley and seconded by Mr. Ireland to appropriate \$421,202 for the Coles Road Reconstruction project from the same fund originally use to fund project and to be fully funded by the Local Transportation Capital Improvement Program. ***All in favor – Motion Passed.***

Town Engineer Jon Harriman provided some background and a memo (provided in this month's packet) an explanation for financing the reconstruction of Coles Road project and a letter from the State of Connecticut Dept of Transportation for the grant commitment of the fund. Mr. Harriman mentioned that a check for the \$2,491,076.40 maybe expected prior to any actual work to be done.

Additional discussion took place regarding contingencies and reimbursements. It was asked about the timeline for the project. It is expected to start in the Fall.

Board of Education-Liaison Report – No report given. Chairman Henehan asked if anyone would be interested in covering the Board of Ed meetings but no one came forward. He indicated that someone would be appointed at the next meeting following the election.

Chairman's Comments – Chairman Henehan commented that elections are next month and the Board of Finance may change. Wishing everyone running the best.

Vice-Chairman's Comments – None

Good and Welfare – None

Adjournment – A motion was made by Mr. Spotts and seconded by Mr. Kelly to adjourn the meeting at 8:19 p.m. *All in Favor – Motion Passed*

Respectfully submitted,

Cynthia Hardacker

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Recording Clerk