

Town of Cromwell, CT
Board of Finance
Regular Meeting
Thursday, May 28, 2020
Town Hall Room 7:00 P.M. Room 224/225

Minutes and Record of Vote

Present: Chairman Julius Neto, Vice-Chairman Allan Spotts, Ed Maley Jr., Steve Wygonowski, Dan Kelly, John Ireland and Alternate Anne Hulick.

Also Present: Town Manager Anthony Salvatore, Finance Director Marianne Sylvester and Mayor Enzo Faienza

Called To Order – Chairman Julius Neto called the Regular Meeting dated May 28, 2020 to order at 7:00 P.M.

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

Seat Alternates – No alternates were seated.

Approval of Agenda – A motion was made by Mr. Spotts and seconded by Mr. Kelly to approve the agenda dated May 28, 2020. *All in favor – Motion Passed.*

Approval of Minutes of Previous –

1. **Public Hearing, April 6, 2020** – A motion was made by Mr. Spotts and seconded by Mr. Kelly to approve the minutes as amended for the Public Hearing dated April 6, 2020. *All in favor – Motion Passed.*

Page 1 – 2nd Paragraph of Dr. Macri presentation: Change 16.4% to 6.14%

2. **Special Meeting, April 6, 2020** – A motion was made by Mr. Spotts and seconded by Mr. Ireland to approve the minutes for the Special Meeting dated April 6, 2020. *All in favor – Motion Passed.*
3. **Special Meeting, April 7, 2020** – A motion was made by Mr. Spotts and seconded by Mr. Ireland to approve the minutes for the Special Meeting dated April 7, 2020. *All in favor – Motion Passed.*
4. **Regular Meeting, April 23, 2020** – A motion was made by Mr. Spotts and seconded by Mr. Ireland to approve the minutes for Regular Meeting dated April 23, 2020. *All in favor – Motion Passed.*

Citizens Comments – None

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

- Public access to the town hall. The public needs to make appointments before accessing the town hall. This is to keep town employees in a safe work environment. He noted that the library and Senior Center are no opening at this time. Mr. Salvatore noted that the Town Clerk is working on a way attorneys can get title searches. He also mentions that as safeguards are in place, the Town Hall will begin to open the building for public access.

- Mr. Salvatore reported that Sewer Usage fees are being paid. Some residents are not taking the 90-day extension. All is being done to prepare to open office for residents to pay their taxes, dog licenses, etc.
- Highlighted on the progress of the new business coming into town and the new sub-divisions. Mr. Salvatore mentioned which new businesses were open or when the estimate to be open (Marriott hotel, Cromwell Creamery, Starbucks, etc.) Noted that there was some interest in the Red Lion.
- Updated on the road work projects.
- Noted the Public Works facility is moving along. Estimates to be in the facility by Winter 2021.
- Town Manager also noted that the town has been working with restaurants to help them set up for outside dining. Getting them protective equipment, small business loans, etc.
- Mr. Salvatore that start opening the parks and beginning June 20th groups of up to 50 people will be able to meet.
- Summer Camp programs and using the school but will not allow field trips. Outside entertainment will be brought in.
- It was asked if any business filed bankruptcy as a result of the virus and it was not that there a no knowledge of any business filing bankruptcy. One business did mention that they will not be opening, put it up for sale and there is a sale pending.
- Preliminary bill of expenses as a result of the Covid virus is approximately \$547,000 through the end of June (which also includes the Board of Ed expenses). Board of Ed is the bulk leaving less than \$100,000 for the town Covid related expenses. Presented to the State and hope to get reimbursed 75-100% for most items submitted.

Mayor Faienza reported on the town's status. He noted that the town is doing well overall. He held meeting with a lot of the business owners and noted that the senior residents are struggling. He noted that the some of the businesses are holding by a thread. He is worried what will happen down the road.

Report of the Finance Director – Finance Director Marianne Sylvester reported the budget reports in your packet is through the end of April. There is an inter-departmental transfer on the agenda tonight to cover Legal expense. She noted that she is also watching Health Dept's and Emergency Management Budgets as the Covid virus restrictions continue. Revenue is seeing some surplus in areas that were not expected. Tax collections are coming in more than expected. There was also a drastic increase in the investment income. Interest rates have dropped considerably and trying to take advantage of it. Continues to monitor cash flow for the next three months to make sure that the town has enough funds to maintain the Town's needs. The conveyance tax will come in lower than expected and as always will continue to monitor all areas of the budget.

Report of The Tax Collector – Refer to the Collections Report included in your packet through the end of April 2020.

Additional conversation took place regarding the budget. It was noted that so far it is as expected. Revenue from tax collections is higher than expected due to Covid. It has exceeded by .97% as of the end of April. Other areas are also being watched but too early to make a determination.

Mr. Salvatore added that revenue in building permits are over and above what was expected. He provided details on this.

Mr. Wygonowski ask about the tax sale. Ms. Sylvester noted that anything collected as a result would go into revenue.

Old Business – None

New Business –

1. **Approve Interdepartmental Transfer: \$30,000 from Employee Benefits to Legal Fees.** A motion was made by Mr. Kelly and seconded by Mr. Wygonowsky to approve the interdepartmental transfer of \$30,000 from Employee Benefits to Legal. *All in favor – Motion Passed.*

Discussion regarding what made Legal go over budget. It was noted that there were appeals (some lawsuits and appeal regarding the solar panel companies as to who should be paying the taxes). Detail were given by Ms. Sylvester.

2. **Approve Suspense List at \$8,692.83** A motion was made by Mr. Spotts and seconded by Mr. Maley to approve the Suspense List at \$8,692.83. *All in favor – Motion Passed.*

There was some discussion. It was noted that this is done every year. It is a list of residents that are deceased and is broken out by category. It was asked if there was a cutoff and it was noted that it was 15 years (but not exactly sure) but Doug stops at 10 years.

Board of Education-Liaison Report – None (NOTE: Steve Wygonowski is scheduled for their next month's meeting).

Chairman's Comments – Chairman Neto wishing everyone to stay safe and stay healthy. He noted that he cannot wait to go back to normal (whatever that may be).

Vice-Chairman's Comments – Vice-Chairman Spotts echoed what the Chairman stated and thanked everyone for the hard work by all during difficult times. Mr. Spotts offered deepest sympathy to the family for the passing of Todd Gagnon.

Good and Welfare – Town Manager just mentioned that everything is being done to begin opening the Town Hall and meetings to the public and keeping it safe for everyone. Right now, all is being done virtually and anyone interested will need to contact the Finance Director with an email or letter which will be read at the meeting.

Mr. Maley also wished everyone well and to stay safe.

Adjournment – A motion was made by Mr. Spotts and seconded by Mr. Wygonowsky to adjourn the meeting at 8:00 p.m. *All in Favor – Motion Passed*

Respectfully submitted,

Cynthia Hardacker

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Recording Clerk