

Town of Cromwell, CT  
Board of Finance  
Regular Meeting  
Thursday, February 28, 2019  
Town Hall Room 7:00 P.M. Room 219

**Minutes and Record of Vote (Revised)**

Present: Chairman John Henehan, Vice Chairman Julius Neto, Amanda Drew, Steve Wygonowski, Ed Maley Jr., Alternates Dan Kelly and Jon Dzurka

Not Present: Bob Milardo and Alternate Allan Spotts

Also Present: Town Manager Anthony Salvatore, Finance Director Marianne Sylvester, Mayor Enzo Faizena, Town Attorney Kari Olson, Interim Superintendent Fran DiFiore and Board of Ed Director of Facilities, Information and Operations Tom Litwinczyk.

**Called To Order** – Chairman John Henehan called the Regular Meeting dated February 28, 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. Maley and seconded by Ms. Drew to seat Alternate Dan Kelly. *All in Favor – Motion Passed.*

**Approval of Agenda** – Mr. Maley requested to amend the agenda to include the two resolutions.

- Resolution 1: Resolution concerning the design, construction, furnishing, equipping and relocation of various Public Works Departments and CWPCA facilities and related projects.
- Resolution 2: Resolution concerning the delivery of appropriate information in a timely manner to the Board of Finance from the administration of the Town of Cromwell.

**\*\*\* NOTE:** *A preliminary vote was taken on both resolutions to add to the Agenda but due to a mix up of which Resolution was being voted on a new motion was made making sure everyone understood which resolution they were voting on.*

A new motion was made by Mr. Maley and seconded by Mr. Wygonowski to add Resolution 1 to the agenda dated February 28, 2019. *4 in Favor & 2 Opposed – Motion Passed.*

A new motion was made by Mr. Maley and seconded by Mr. Kelly to add Resolution 2 to the agenda dated February 28, 2019. *3 in Favor & 3 Opposed – Motion Did Not Pass.*

A motion was made by Mr. Maley and seconded by Mr. Wygonowski to remove the Approval of Minutes of Previous Meeting for Special Meeting February 4, 2019 to be added to the continuation of today's minutes and to be presented at one time. *All in Favor – Motion Passed.*

## **Approval of Minutes of Previous Meetings –**

**Regular Meeting of January 24, 2019** – A motion was made by Ms. Drew and seconded by Mr. Wygonowski to approve minutes as amended of the Regular Meeting dated January 24, 2019.

***All in Favor – Motion Passed***

- Page 1 (Header) – Change January 24, 2018 to January 24, 2019
- Page 5 (Board of Education-Liaison Report) – Change Mr. Drew to Ms. Drew

**Citizens Report** – None

**Report of the Town Manager** – Town Manager Anthony Salvatore reiterated that when available documentation will be supplied prior to the meeting.

Mr. Salvatore reported that the budget looks good for this fiscal period with one area of concern. The budget for Legal is a concern. He reported that due to the various employee issues, negotiation and land use situations that legal fees are high. He believes that by the end of the fiscal year legal will still be okay but wanted to mention it as a concern.

Mr. Salvatore noted that the budget for fiscal year 2019-2020 initially came in with a 7.68% increase and after reviewing with the department head was able to get it down to a 2.14% increase. It was passed on to Town Council for approval.

Also, received approval for a grant for a transportation bus for the Senior Center. Another one may be put in for another bus to replace an older one that needs replacing.

Discussion regarding the timing of new businesses coming into Cromwell which Mr. Salvatore detailed when responding. Also discussed the legal fees and how involved the conflicts are. The Town Attorney responded on some of the tax issues and the how the dollars were impacted. Town Manager Salvatore also added that the loss of Motor Vehicle tax on the town level would result in approximately \$110,000. He also mentioned some of the other changes the State wants to make like school consolidation, Peace App consolidation, etc. and outlined some of the concerns and impacts these changes would have.

Mr. Salvatore noted that the State Aid number still needs to be determine and with that is proceeding with caution.

**Report of the Finance Director** – Finance Director Marianne Sylvester reported that this year's budget looks good with concern with the Legal fees but feels we can stay within budget. She is also watching the line item for snow removal. So far this year without the hours from the last storm the town as spent approximately \$65,000.

Ms. Sylvester also mentioned that the Budget for 2019-2020 will begin to be reviewed next week and is working toward a final product.

**Report of The Tax Collector** – Finance Director Marianne Sylvester included in the packet the Monthly Cash Collection's report through the end of January 2019.

## **Old Business** – None

## **New Business** –

- 1. Update on Public Act 13-60, pertaining to non-educational expenditures within the Board of Education budget.**

Interim Superintendent Fran DiFiori and Mr. Litwinczyk presented a report of a proposed budget for school improvements. She noted that the Board of Ed Budget for 2019-2020 has not yet been approved. This proposal lists the maintenance for all the schools.

Discussion regarding this proposal took place. It was mentioned that the budget may change slightly compared to the proposal. Some conversation in regarding to some of the costs between similar work at the High School and Middle School took place.

Chairman Henehan commented on the collaboration of ideas and services seem to be working and would like it to continue. Any new ideas may be presented to the Chairman and will forward information to the rest of the Finance Board.

Board of Ed Budget for 2019-2020 should be done around the same time as the Budget for the Town.

- 2. Resolution concerning the design, construction, furnishing, equipping and relocation of various Public Works Department and CWPCA facilities and related projects.** A motion was made by Mr. Maley and seconded by Mr. Daly to approve the resolution concerning the design, construction, furnishing, equipping and relocation of various Public Works Department and CWPCA facilities and related projects. *1 in Favor & 5 Opposed (Mr. Henehan, Mr. Neto, Ms. Drew, Mr. Wygonowski and Mr. Daly) – Motion Did Not Pass.*

Mr. Maley explained the intention of the resolution he wrote and how it will work. He is asking the citizens to get more involved in the decision.

Discussion regarding their feelings on this resolution. Most felt that the Board of Finance should not get in the middle. They feel that the citizens are being communicated to and if they feel action to be taken, then they will do so. Also note that the wording of the resolution was not appropriate. There was agreement with making improvements to make things better. It was noted that this resolution would not change anything. The Charter communicates what actions are to be taken if a citizen chooses to do so. Examples of past referendums with their results were given.

**Board of Education-Liaison Report** – Mr. Drew reported that the Board of Ed will start their search for a new Superintendent in March with a start date in July. Budget expected to be approved in March. They are proposing to change positions at the Board of Ed. There will no longer be an Assistant Superintendent position and will replace with a Curriculum Director. A HR Director will also be added. HR Director's position is being budgeted at \$90,000 - \$120,000. Their current budget is showing a 4.11% increase and has been asked by the Board to lower it to 3.61%.

This fiscal year's budget has a surplus of \$68,000. They still have open purchase orders and expect this amount to increase.

**Chairman's Comments** – Chairman Henehan thanked everyone for attending tonight's meeting.

**Vice-Chairman's Comments** – None

**Good and Welfare** – It was mentioned that hopefully we will not get a big snow storm. It was asked to see how the process can improve. Any new ideas or information can be presented to the Chairman who will then pass on the idea/information.

**Adjournment** – A motion to adjourn the meeting at 8:17 p.m. was made by Mr. Maley and seconded by Ms. Drew. *All in Favor – Motion Passed.*

Respectfully submitted,

Cynthia Hardacker

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Recording Clerk