

Town of Cromwell, CT
Board of Finance
Regular Meeting
Thursday, September 24, 2020
Town Hall Room 7:00 P.M. Room 224/225

(Revised)

Minutes and Record of Vote

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

Also Present: Town Manager Anthony Salvatore, Finance Director Marianne Sylvester, Superintendent Enza Macri, Board of Ed Finance Director Anne Burke, Board of Ed Chairman Jeff Matrullo and Chief Denise LaMontagne.

Called To Order – Chairman Julius Neto called the Regular Meeting dated September 24, 2020 to order at 7:02 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. Wygonowsky to approve the agenda dated September 24, 2020. *All in favor – Motion Passed.*

Approval of Minutes of Previous –

Regular Meeting, August 27, 2020 - A Motion was made by Mr. Maley and seconded by Mr. Spotts to table the approval of these minutes to the next meeting. *All in favor – Motion Passed.*

Citizens Comments – None

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

- Noted that the Highway Facility should be moving in mid-October. It is 90% complete. Suggested to the Board members to go see it if they have a chance.
- Coles Road project should be completing by mid-October.
- North Road Extension project is expected to be complete by Thanksgiving.
- Mr. Salvatore updated on what was being done on the Tarring Project.
- Brush pickup from the Tropical Storm is complete and wood chips will be made available to town residents free of charge.
- Mr. Salvatore noted that the budget is on target.
- Updated on the Red Lion. He has concerns that they may go into foreclosure.
- The new Marriot on Route 372 is now open.
- Updated on the progress for the Starbucks construction.
- Town Manager reported that town employees continue to report to work in full force during the pandemic. Business as usual in most areas. Senior Center is still not to full capacity.

- Mr. Salvatore reported that Phase III of the Governor's plan is to be implemented.

Report of the Finance Director – Finance Director Marianne Sylvester reported on the following:

- Budget Reports for both fiscal years were included in your packets thru 9/17/20.
 - Fiscal Year 2021 – no concerns at this time.
 - Fiscal Year 2020 is being reconciled. .

Discussion regarding Collections and noted that 54-55% should be collected by the end of September. It was asked if a report can be provided showing where the shortfalls in collections are. Asked that it be broken out between Residential and Commercial collections.

Additional discussion took place regarding the Red Lion. Also discussed when money starts to come in from the State. It was noted that it does not normally come in the first quarter of the fiscal year budget. It was asked if money for voting was received by the State and there was for specifics items regarding staffing needs, PPE, and additional cost due to the pandemic.

Report of The Tax Collector – No Collections Report thru the end of August 2020 was given to include in the packet. Tax Collector trying to reconcile last year's fiscal period.

Old Business – None at the meeting. There was an email sent to the Finance Director from Leigh Neumon of the Education Association of Cromwell. A copy was included in the packet for tonight's meeting.

New Business –

1. Discussion and action to appropriate \$10,824 with the CNR Fund for the Distracted Driving High Visibility Grant. This grant will be 100% reimbursed.

Chief LaMontagne provided a memo with backup describing the grant. This is something that happens every year and is reimbursed 100%. It will take place for two weeks in October 2020 and April 2021.

A motion was made by Mr. Maley and seconded by Mr. Spotts to approve \$10,824 from the CNR Fund for the Distracted Driving High Visibility Grant. *All in Favor – Approved.*

2. Discussion and action to transfer funds from the General Fund fund balance to the BOE Capital Fund, as a result of the FY2020 Board of Education operating surplus.

A motion was made by Mr. Spotts and seconded by Mr. Maley to approve the transfer of funds from the General Fund fund balance to the BOE Capital Fund, as a result of the FY2020 Board of Education operating surplus. *All in Favor – Approved.*

Anne Burke, Board of Ed Finance Director reported that at the closing of 2019-2020 fiscal year budget they had a surplus of \$199,866. The Board of Education is requesting the transfer of \$199,866 of unexpended funds into the Non-Lapsing Education Fund for the purpose of paying 2019-2020 purchase orders for technology and PPE items that were ordered prior to June 30 and are on backorder and not received as of August 31, 2020.. The amount for these items is \$158,081 and the balance of \$41,785 will be used for air conditioning capital projects and technology purchases. The Cromwell Board of Education has approved this transfer of funds at the September 8, 2020 meeting.

Dr. Macri also updated on the staffing difficulties and other conditions that are due to the pandemic. She commended her janitorial staff for the job they are doing in keep the school safe and clean. She commented on the overall morale of the staff and students during this difficult time. Dr. Macri described the day to day activities and what it takes to achieve it.

Chairman Neto thanked Dr. Macri and staff for showing him how things are working. He expresses any member of the Board to experience the new world of learning.

Board of Education-Liaison Report – Chairman Neto noted that he is planning on go back on occasion to check to see how things are going.

Chairman's Comments – Chairman Neto noted that he is happy to see everyone. Appreciate everyone's efforts with a unique situation and wants everyone to hang in there.

Vice-Chairman's Comments – Vice-Chairman Spotts stated that it is nice to have everyone back and thanked Marianne for her efforts to keeping things going.

Good and Welfare – None

Adjournment – A motion was made by Mr. Spotts and seconded by Mr. Ireland to adjourn the meeting at 7:42 p.m. *All in Favor – Motion Passed*

Respectfully submitted,

Cynthia Hardacker

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Recording Clerk