

**Town of New Hartford
Board of Finance Regular Meeting
Tuesday, February 9, 2021
7 pm – Virtual via ZOOM**

Present Chairman Regina Wexler, Members: Dan Charest, Kerry Guilfoyle, Steve Tuxbury, Ben Witte; Alternates: Bart Baxter, Ryan Bingham, Lou Helt and Recording Secretary Penny Miller.

Others Present First Selectman Dan Jerram and other members of the public.

Chairman Wexler opened the meeting at 7:04 pm

Seating of Alternates Lou Helt was seated for Paul LeClair.

Adoption and/or Revision of Agenda

As no changes were recommended Chairman Wexler adopted the agenda as presented.

Approval of Minutes: December 8, 2020 Regular Meeting

Mr. Charest had requested additional information be included with the December 8th minutes. That information is as follows:

On page 4 in the section that reads: The following exhibits accompanied this motion. Mr. Charest asked that the number of pages and titles be added (they are in bold italic type). That section now reads:

Exhibit A: List of Assets ***consist of 4 pages Entitled Table 5, New Hartford Potable Water Facilities Design Data***

Exhibit B: Summary of debt ***consist of 6 pages Labeled Exhibit B, B1, B2, B3, B4, B5***

Exhibit C: Map of proposed sewer area in Pine Meadow ***is not labeled as such but is Titled New Hartford, CT Pine Meadow Residential Area Option P-2 Gravity Sewers with Pump Station, Portion of Easement which is dated May 2016***

On page 7 at the end of the first paragraph ending with *There are 30 houses in the center of town that might sign on earlier* Mr. Charest asked that the following be added.

Mr. Charest noted for the record the Specific Exhibits associated with the Motion. Mr. Charest for the record summarized the figures within the motion. The sale amount is \$8,000,000. The USDA debt service is \$3,490,017.55; the Appropriation of the design and construction of extensions and improvements to the sewer system increased from \$3.5M to \$3.6M. The subsidization amount of, not less than \$435,000 and up to \$500,000, for subsidization of user fees; Not to exceed \$355,000 to subsidize Sewer connections leaves \$52,982.45 remaining to be used for customary closing cost. If any money is left over the First Selectman would have to come back to the BOF for approval as to how excess funds would be appropriated

Motion: by Ms. Helt to amend the minutes with the revisions submitted by Dan Charest; seconded by Mr. Witte.

Unanimous

Approval of Minutes: January 12, 2021 Regular Meeting

Motion: by Ms. Guilfoyle to approve the minutes as presented; seconded by Mr. Charest.

Unanimous

Communications and Other Items presented to Board

None

Opportunity for Public Comment

None

Reports

Bookkeeper: Revenue & Expenditures Fiscal YTD and previous Fiscal YTD

First Selectman suggested a caution as incoming revenue is down. If you look back a year you will see we are off 5-6%. There are a lot of receipts in office that were not processed. We will need to look at this for the next couple of weeks to see where it comes out.

On the expense side. In the last pay period, there was between \$12,000 - \$13,000 in overtime.

In Revenue we did get a couple of big hits. Half of the Town Aid Road and ECS money came in. The revenues totals compared to last year are still off.

First Selectman's Report

Treasurer's Report

Budget Timeline Discussion

The local BOE has requested to do their presentation at 8 am on March 13th.

The annual budget meeting on April 20th starts at 7 pm. Chairman Wexler asked that the times be added to the budget timeline.

Other Business

BOE Chairman Tim Goff is working on a tour of the schools on February 23rd. The BOF along with the public will be invited to attend. Because of COVID restrictions this can't be done when students are in the schools. If BOF members attend this will be considered a special meeting. It will be looked into as to how the public can attend virtually. The BOE will meet virtually on February 16th at 6 pm to review and discuss the 2021-2022 budget.

Mr. Jerram said that the BOE has gone through their Capital plan and he is wrapping up the town's portion. The committee consisting of Kerry Guilfoyle, Dan Jerram, Dan LaPlante and Tom Buzzi will be ready for the March 9th BOF meeting.

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Mr. Tuxbury asked how the Town Hall was holding up with COVID. Mr. Jerram said there had been some issues at the garage but those are now resolved. There have been some challenges. Some procedures have been changed.

Mr. Jerram went on to say that the Town has access to the COVID signup system at Farmington Valley Health. He asked that if you know of anyone that is over the age of 65 and hasn't had their shot tell them to call the Town Hall for assistance in signing up. It takes either himself or Mrs. Hayward about 4-5 minutes to sign people up. Town Hall is accessible by appointment only.

Adjournment

Chairman Wexler deemed the meeting closed at 7:27 pm

Respectfully submitted,

Penny Miller, Recording Secretary

Attachments (available from the Town Clerk upon request)

Minutes: December 8, 2020 and January 12, 2021

Financial Reports – Revenue, Expenditure, 5-year Comparison (all as of 1/31/2021)

Budget Timeline

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