

**TOWN OF EAST HADDAM**  
**Board of Finance**  
**Regular Meeting**  
October 17, 2016  
Grange Hall

The Regular meeting of the East Haddam Board of Finance was called to order at 7:00 pm by Chairman Raymond Willis at the Grange Hall.

The Pledge of Allegiance was recited.

In attendance:

Board of Finance Members:

Raymond Willis, Chairman

Robert Bennett, Secretary

William DiCristofaro

Bruce Dutch

Greg Lauria

Harvey Thomas

Emmett Lyman, First Selectman

Deb Denette, Town Clerk and Recording Secretary

Denise Dill, Tax Collector

Cindy Varricchio, Finance Director

Erik Dill

Vincent Garofolo

**APPROVAL OF AGENDA**

Motion was made by Mr. DiCristofaro to approve the agenda as presented. Mr. Bennett seconded the motion and it was unanimously approved. Motion carried.

**APPROVAL OF MINUTES**

Motion was made by Mr. Bennett to approve the minutes of the September 12, 2016 Regular Meeting as amended to replace the word "fire tower" with "communication tower" on page 2 of 3, under major capital projects update and to correct the year "2016-2016" to "2016-2017" under Old Business. Mr. DiCristofaro seconded the motion.

**FAVOR:** Bennett, DiCristofaro, Lauria, Thomas, Willis

**ABSTENTION:** Dutch

**MOTION CARRIED**

**CORRESPONDENCE**

Nothing noted.

## **CHAIRMAN'S REPORT**

### **a. Tax Collector's Report:**

No questions were raised.

### **b. Board of Assessment Appeals Report:**

No questions were raised.

### **c. Financial Policies Update:**

It was reported that Mr. DiCristofaro and Mrs. Varricchio met prior to this meeting and worked on formatting for reporting special revenue funds to make reporting easier to understand. Nothing was ready to present to the Board at this time.

## **FIRST SELECTMAN'S REPORT**

### **a. Shared Services Report:**

Mr. Lyman reviewed the Shared Services Report in accordance with what was printed.

He noted that a draft of the annual report has been prepared and stated that he was pleased with the result. He added that district cars now have seals on them.

Mr. Lyman reported that the Board of Selectmen will conduct much of its budget review on Saturdays.

### **b. Paramedic Review/Update:**

Mr. Lyman advised that Jim Santacroce from Middlesex Hospital met with the Board of Selectmen and as a result he has garnered a better understanding of the paramedic services agreement and the need for it. He relayed a detailed summary and noted that utilizing last year's calls, 149 would have been Medicare billings, the private billing for that most at risk population would have been \$59,000 if all calls were ambulance only. If paramedic were involved the billing would have been \$108,000. Mr. Lyman stated that the \$9,000 fee to cover these services is most justified. He noted that the Council of Governments is working on solutions to address these costs regionally in future years.

Mr. Lyman also advised that he anticipated mandated restructure among health districts. Presently there are 72 in Connecticut, discussion at the state level has been that it could be restructured to eight or nine health districts. He added that this would likely be very expensive for small municipalities and done in a similar fashion as occurred with the probate courts a few years ago.

## **FINANCE DIRECTORS REPORT**

### **a. Major Capital Projects Update:**

Mrs. Varricchio reviewed the major capital projects update report. Discussion was held relative to timelines. From approval to completion is estimated at 2 ½ years, Mr. Willis noted how much faster projects move when investors are involved.

Mrs. Varricchio anticipated that the elementary school project will come in at approximately \$50,000 under budget. She noted that she is still closing out bills from the project. The communications project had a three year timeline and is impacted by the State project. November, 2017 is anticipated for completion of the municipal office building committee.

Mr. Willis inquired why a new roof was being put on the River House at this time. Mrs. Varricchio responded that it was a historic building. Mr. Thomas noted that historic buildings can be demolished, however, there is a more involved process in order to have it occur.

### **b. First Quarter 2017 Budget Report:**

Mrs. Varricchio noted that there was an error in that Mrs. Dill had spent \$30,000 and not \$300,000. Revenue collected to date is 46%, expenses to date are 17%. Mrs. Varricchio also reported that the contract has been awarded for Revaluation at \$195,000 when \$225,000 was budgeted. Responsive to inquiry from Mr. Lauria, it was noted that most of the fringe benefit expenses occur in June.

### **c. 2015-2016 Annual Report:**

The draft annual report was presented for the Board's review and approval.

Motion by Mr. Bennett to approve the 2015-2016 Annual Report subject to proofreading and additional information from the annual audit and to request the Board of Selectmen to schedule a Town Meeting for adoption. Mr. Dutch seconded the motion and it was unanimously approved. Motion carried.

## **LIAISON REPORTS**

Mr. Willis advised that he is keeping up with the municipal office building committee through its minutes, he has been unable to attend a meeting. He also noted that he has been in communication with the Superintendent and Board of Education chairman. They are presently in negotiations with the certified teachers union.

## **GUESTS AND AUDIENCE**

Nothing noted.

## **OLD BUSINESS**

None noted.

## **NEW BUSINESS**

### **a. 2017 Meeting Schedule:**

A draft budget calendar and 2017 meeting calendar were presented. Calendars would be approved in December. Conflicts should be noted as soon as possible.

There being no further business to discuss, upon a motion was made by Mr. Dutch to adjourn at 7:42 pm. Mr. DiCristofaro seconded the motion and it was unanimously approved. Motion carried.

Respectfully submitted,

Deb Denette, Town Clerk