

BOARD OF FINANCE
REGULAR MEETING
June 16, 2020, 2020 - 7:00 pm
Town Hall
MINUTES

Members Present: Elizabeth Charron, Diane Malozzi, A. J. Dunnack, David Scata, Michael Nintean (Alternate), Tony Tyler (Alternate) **Members Absent:** in Shea, (Alternate)

Members Absent: Meghan Bruce, Gregg Lafontaine, Vin Shea

Also Present: First Selectman Kevin Cwikla, Selectman Kathleen Smith, Jay Tuttle

- 1) **Call to order** – The remote meeting via Zoom & Phone was called to order by L. Charron at 7:00pm. A recording of the meeting would be posted on the town website. M. Nintean will sit for M. Bruce. T. Tyler will sit for G. Lafontaine.
- 2) **Correspondence** – emails on 6/15 and 6/16 from First Selectman regarding unanticipated expenses. All forwarded to BOF members
- 3) **Minutes - Regular BOF Meeting on May 19, 2020** – M. Nintean moved to approve the minutes as written. D.Malozzi seconded. **Passes** unanimously.
- 4) **Public Comments** – NONE
- 5) **Financial Report: Town Monthly Reports for Fiscal Year 2019-2020 Expenditures, Revenues, TIP/SIP, BOE Non-Lapsing Account, and Contingency Balance/Fund Balance.** – Review of monthly reports.
- 6) **New Business - The BOS requested funds for unexpected, unusual repairs to DPW equipment.**
 - a) Repair to Town pay loader and soil remediation required by DEEP. K. Cwikla briefed the BOF. While performing a repair at one of the cemeteries the pay loader hit a branch which damaged the fuel tank, causing a gas spillage. Approximately six inches of soil needed to be. The Town insurance company has not been contacted at this time but may be in the future. T. Tyler **motioned** to approve up to fifteen thousand dollars, (\$15,000), to pay for the remediation and to fix the pay loader repair with funds to come from contingency. A. Dunnack seconded. Motion **passes** unanimously.
 - b) Repairs to two dump truck bodies which are rusting. J. Tuttle briefed the BOF. The truck bodies are on the plow trucks and are rusting due to winter salts. Account 433 Snow Removal contains line item account 100-00-433-5250-0000-0000, Supplies Road Maintenance which currently has a balance of sixty eight thousand dollars, (\$68,000.00) which may be used for repairs. **NO** action taken.
 - c) Repair or replacement of Town mower head. J. Tuttle briefed the BOF. The Town currently has two mower heads. One is new and was purchased last year. The other is a 2006 that is worn out. More prudent to replace rather than repair. Mowing is a recurring function. D. Scata **motioned** to approve up to sixteen thousand dollars, (\$16,000.00), to purchase a new mower head with funds to come from contingency. A. Dunnack seconded. **Passes** unanimously.
 - e.) Replacement of road grader. J. Tuttle briefed the BOF. The Town has been without a road grader for two years. Currently other equipment not suitable for grading has been being used to maintain

roads. Contracting grading services twice a year would exceed the cost of a replacing the grader. A used road grader that is suitable for the Town's needs has been located for sale in Kentucky. The BOF requested that the BOS compile a prioritized list of needed equipment. BOF will review 2019-2020 budget to determine if funds can be used from any surplus that may remain. **NO** action taken.

7) Other –

- a) D. Scata **motioned** to add to the agenda, discuss and act on the BOS request for funding for the purchase of Open Government Software. M. Nintean seconded. **Passes** unanimously.
- b) K. Cwikla briefed the BOF. This software would coordinate information between departments within the Town and improve service for residents and contractors. Reimbursement of funds may be possible through the Cares Act, FEMA, Corona Relief Fund, (CRF) since this software would facilitate remote submissions. FEMA may account for 75% and the remaining 25% through CRF. T. Tyler **motioned** to authorize the expenditure of up to thirty one thousand dollars, (\$31,000.00), in computer services for the purchase of Open Government Software with funds to come from contingency. D. Scata seconded. **Passes** unanimously.
- c) Discussion of procedures for BOS prioritized list and suggestions for additions to list.

8) Adjourn – Hearing no further business, L. Charron adjourned the meeting at 8:22pm.

Respectfully Submitted, Diane Malozzi

Please see the minutes of subsequent meetings for the approval of these minutes and any corrections.