

Amended Minutes

**Preston Board of Finance
Special Meeting
Wednesday, May 12, 2021 at 7:30 P.M.
Teleconference Call**

Call to Order – John Moulson called the meeting to order at 7:30 P.M.

1. Roll Call

Members

John Moulson – Chairman
Bob Congdon - Vice Chairman
Stacey Becker - Clerk
Andy Depta
Denise Beale - excused
Zachary Maurice

Alternates

Vacancy
Vacancy

Also Present

Sandra Allyn-Gauthier – First Selectwoman
Ken Zachem – Selectman
Jerry Grabarek - Selectman
John Spang – Financial Director
Sean Nugent – BoE Chairman
Dr. Seitsinger – Superintendent of Schools
14 other members of the public

2. Public Comment – No one spoke.

3. Approve FY22 Budget Timeline.

Sandra Allyn-Gauthier shared her thoughts with the upcoming lifting of state restrictions as of May 19th that an in-person Public Hearing would be possible on May 20th and could be held at Preston Plains Middle School gym, with everyone wearing masks, and social distancing. The gym could easily accommodate the typical 25-50 attendees.

Andy Depta motioned to hold a Public Hearing to be held on May 20, 2021 at 7:30 P.M. at Preston Plains Middle School. Stacey Becker seconded the motion. The motion was carried unanimously.

Bob Congdon motioned to hold a Board of Finance Special Meeting on May 20, 2021 at 7:30 P.M. at Preston Plains Middle School. Andy Depta seconded the motion. The motion was carried unanimously.

4. Review and approve proposed BoS FY21-22 Budget

The Board had a brief discussion of the consolidation of Line items when converting from the traditional QuickBooks accounting system to the new Infinite Vision accounting.

- Sandra Allyn-Gauthier fielded questions from Board members on various questions offering clarification and explanations throughout the General Government Budget including: LoCIP Line item is \$10,000 so the Town doesn't need to use LoCIP funds on smaller projects, also into to get those funds from the State the Town needs to have a Line item for the funds to be placed in until they are used.
- Lines #4-6 Part-time Staff is a combination of several things. It covers the Recorders, 6 additional hours for Infinite Vision Training, and additional accounting hours. It is only Town Hall related part-time hours.
- Line #14 Town Hall Maintenance sees an increase because there is hope to have a Town Hall Maintenance Program for all town owned buildings so that repairs can be addressed in a timely manner for better upkeep and to do repairs when they are less costly. Possible future projects included cleaning/replacing ductwork and improving the ventilation systems.
- Lines #40-41 Custodial Services has increased to continue cleaning kitchen, bathrooms, and other areas to viral protection protocol.
- Line #59-60 Legal Fees has increased due to the ever-changing mandates at both the State and Federal levels; also, the multiple Executive Orders and interpreting their ramifications, and because we don't have a Human Resource Department it's important to have funds to cover any cost in that area.
- Line #138 and #143 are PZC lines that cancel each other out because one increases, while the other decreases.
- Line #161 Inland Wetlands states it's for mileage and cell phones, however, it's actually for reimbursement for courses that members attend.
- Public Works Director (Consultant) is showing \$7,000 so that as the new Director moves through his first full year if he needs help from Steve Masalin there are funds to pay Mr. Masalin on an as needed hourly basis.
- The Historical Society for the old Library is actually running short of funds, even with Covid they still need to keep the building in good repair.
- The Library has a Library Director that is full-time and several part-time staff for a total cost \$113,767. They have made adjustments to the hours that the Library can be open.

Sean Nugent explained that Line #211, PRA Part-time staff increase of \$6,000 is due to the consolidation of lines. The current year is \$9,500, the Bookkeeper is \$3,500. The PRA is still in the process of reallocating funds into the right buckets.

Andy Depta motioned to reduce the Public Works Director (Consultant) line from \$7800 to 0. Bob Congdon seconded.

Once the motion was made the discussion that followed clarified that the funds would cover any future consulting that Mr. Masalin may provide as the Public Works Director moves through his first full year. It was stated that it would be an hourly stipend as needed. Jerry Grabarek suggested leaving some money in the fund so that if services were needed that they could be rendered immediately. John Moulson agreed with the logic of that.

John Moulson motioned to reduce the Public Works Director (Consultant) line from \$7800 to \$3900. Zach Maurice seconded the motion. The motion was carried unanimously.

Andy Depta motioned to accept the amended Public Works Director (Consultant) line from \$7800 to 3,900. Bob Congdon seconded. John Moulson, Bob Congdon, and Andy Depta voted in favor; while Stacey Becker and Zach Maurice voted against the motion. The motion passed 3 to 2.

Andy Depta motioned to reduce Part-time Staff Lines #4-6. There was no second.

Zach Maurice motioned to accept the Board of Selectmen General Government Budget of \$4,021,136. Stacey Becker seconded the motion. Stacey Becker, Zach Maurice, and John Moulson voted in favor; while Bob Congdon and Andy Depta voted against the motion. The motion carried 3 to 2.

5. Review and Approve proposed Revenue Budget

Looking through the Grand List and financial information provided by Joh Spang and Sue Nylen the following decisions were made:

Stacey Becker motioned to increase Local Revenue Line # 4111(10.4.00.0000.0000.4111) Prior Years Taxes from \$60,000 to \$100,000. Bob Congdon seconded the motion. The motion was carried unanimously.

Bob Congdon motioned to increase Local Revenue Line # 4190 (10.4.00.0000.0000.4190) Interest and Liens from \$40,000 to \$50,000. Stacey Becker seconded the motion. The motion was carried unanimously.

Stacey Becker motioned to increase Local Revenue Line # 4220 (10.4.00.0000.0000.4220) Construction Fees from \$45,000 to \$50,000. Andy Depta seconded the motion. The motion was carried unanimously.

Stacey Becker motioned to increase Local Revenue Line # 4241 (10.4.00.0000.0000.4241) Town Clerk Fees to \$60,000. Andy Depta seconded the motion. The motion was carried unanimously.

Stacey Becker motioned to decrease Local Revenue Line # 4610 (10.4.00.0000.0000.4610) Investment Income from \$20,000 to \$10,000. Bob Congdon seconded the motion. The motion was carried unanimously.

Bob Congdon motioned to accept \$397,516 as the Local Revenue Budget. Andy Depta seconded the motion. The motion was carried unanimously.

Bob Congdon motioned to accept \$4,501,596 as the State Revenue Budget after the deduction of Town Aid Road (TAR) and LoCIP. Andy Depta seconded the motion. The motion was carried unanimously.

The Board briefly discussed Line #4336 CT ST YSB Grant of \$14,000, it was decided that because it is a matching grant that historically has not been listed as a revenue that they would not list this year.

Bob Congdon motioned to approve Town Aid Road (TAR) in the amount of \$199,216 and LoCIP in the amount of \$44,626. Andy Depta seconded the motion. The motion was carried unanimously.

The Board calculated the total expense to the town would be \$17,281,061.

Bob Congdon motioned to take \$450,000 from the Unassigned Surplus Fund to add to the Town Budget. Stacey Becker seconded the motion. The motion was carried unanimously.

It was pointed out that even though funds have been taken from the Undesignated Surplus Fund on a yearly basis that the last several that money was not completely and, in some case, the entire amount was returned to the Surplus Fund. The discussion then turned to the possible mil rate if this proposed budget passes. The current mil rate is 27.63, by adding \$450,000 to the revenue budget the new mil rate would be 26.67 a 0.2667 decrease.

6. Public Comment - none

7. Adjournment

Andy Depta motioned to adjourn at 9:32 P.M... Stacey Becker seconded the motion. The motion was carried unanimously.

Respectfully Submitted,

Kimberly Lang

Recording Secretary

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PRESTON, CT**

8/24/21 10:11:51 A M
[Signature]
PRESTON TOWN CLERK
ASSA