



## **BOF – Minutes – 10.17.2023**

The Board of Finance Quarterly Meeting minutes of October 17<sup>th</sup>, 2023.

**Present:** Pari Forood, Chairman; Joseph Woodard; Michael Voldstad; Janet Graaff; Emily Vail; Rick Cantele.

**Others Present:** Curtis Rand, First Selectman; Joseph Cleaveland, Comptroller; Sue Bucceri and Elizabeth McNiff SCS BOE Clerks; Christian Williams, Selectman.

The meeting was **called to order** at 6:01pm.

1. M. Voldstad made a motion to **approve the minutes** of the April 6<sup>th</sup>, April 24<sup>th</sup>, May 3<sup>rd</sup>, and June 9<sup>th</sup>, 2023 Board of Finance meetings. Joe Woodard seconded, and the motion was approved unanimously.

2. **To receive the FY 2022-2023 year-end report and FY 2023-2024 1<sup>st</sup> quarter report from the Tax Collector**

J. Cleaveland reported that the Tax Collector is very happy with collections for the year-end 2022-2023, receiving 104% of the budgeted collectibles. For the 1<sup>st</sup> quarter FY 2023-2024, 43.99% of the collectible taxes have been received. J. Graaff made a motion to receive and accept the FY 2022-2023 year-end report and FY 2023-2024 1<sup>st</sup> quarter report from the Tax Collector. J. Woodard seconded, and the motion was approved unanimously.

3. **To receive the FY 2022-2023 year-end report and FY 2023-2024 1<sup>st</sup> quarter report from the Salisbury Central School Board of Education (SCS BOE) and any other updates.**

S. Bucceri introduced Elizabeth McNiff to the Board of Finance members. E. McNiff has taken over the SCS Board Clerk duties as of July 1, 2023. S. Bucceri presented the FY 2022-2023 year-end report. At the end of the fiscal year, there was a surplus of \$132,608. The SCS BOE voted unanimously at the September 25<sup>th</sup>, 2023 meeting to move that surplus to the Capital Reserve account. With the surplus transfer, the Capital Reserve account beginning balance on July 1, 2023 was \$691,841.55. As of September 30, 2023, the SCS BOE has expensed \$139,166.84 out of the Capital Reserve for elementary building sewer repair, ES Learning Commons update, tech infrastructure updates, and furniture. The current available balance in the Capital Reserve is \$552,674.71. S. Bucceri gave a brief update on the FY 2023-2024 1<sup>st</sup> quarter; at this point they have no issues or concerns. J. Graaff made a motion to receive and accept the FY 2022-2023 year-end report and FY 2023-2024 1<sup>st</sup> quarter report from SCS BOE. R. Cantele seconded, and the motion was approved unanimously.

R. Cantele made a motion to approve the SCS BOE transferring the FY 2023-2023 year-end surplus to the capital reserve. M. Voldstad seconded, and the motion was approved unanimously.

4. **To receive the FY 2022-2023 year-end report and FY 2023-2024 1<sup>st</sup> quarter report from the Board of Selectmen and any other updates.**

J. Cleaveland gave a brief report on the FY 2022-2023 year-end; numbers are not final yet, some adjustments will still be made as late payments are still coming in and transfers to capital accounts have not been finalized. There was discussion on “Construction – Line 7110” and “Town Clerk – Line 6120”

revenue remaining high above budget, giving us a substantial surplus in revenue.

J. Cleaveland continued to report on the FY 2023-2024 1<sup>st</sup> quarter; there was nothing substantial to report at this time. C. Rand mentioned a few projects and where the funding is coming from including the Connectivity Project from Lincoln City Road to Brook Street, the Salmon Kill Bridge rehabilitation, the renovations at the CNE Rail Road Station building. C. Rand gave a brief update on our contract with Material Innovation and Recycling Authority (MIRA) and the dissolution of the company and what that means for expenses for transferring solid waste.

C. Rand mentioned the possible adjustment to the budgeted expenses for the lakes; due to a recent invasive species (CT River Hydrilla) at East Twin Lakes and the need to treat. Other expenses mentioned include the replacement of Town Hall windows (estimated to be \$750,000), the Recreation Department's request to make some changes at Community Field in Lakeville, and the Pope property development. The Board of Selectmen and Comptroller will update the 5-year capital improvements plan for future discussion with the Board of Finance.

J. Woodard made a motion to receive and accept the FY 2022-2023 year-end report and FY 2023-2024 1<sup>st</sup> quarter report from Board of Selectmen. J. Graaff seconded, and the motion was approved unanimously.

**5. To discuss and vote on items to continue in force.**

J. Cleaveland listed the line items to vote on to continue in force, including: (2005) Volunteer Pension \$25,400.00, (6097) Housing \$13,255.00, and (7025) Lakes \$13,750.00. J. Graaff made a motion to continue in force the listed line items. E. Vail seconded, and the motion was approved unanimously.

**Division Transfers** - The Town Auditor has requested that line items that have a surplus be transferred to those that show a deficit. The line items (3010) – Highway Gen. Maintenance (\$100,000) and (3030) – Snow/Ice Removal (18,303) – Totaling \$118,303.00. Line items with a deficit included: (1005) Selectmen **-\$4,395**, (1049) Land Use **-\$10,758**, (1055) Town Hall Operating **-\$4,906**, (1056) Town Hall Office **-\$4,158**, (1061) FICA Taxes **-\$2,837**, (1080) Multi. Ins. **-\$20,065**, (1082) Con Small Town **-\$250**, (1085) NWCOG **-\$453**, (2020) Litch Cty Disp **-\$5,035**, (3070) Tree Care **-\$8,350**, (4030) Hzd Waste Recly **-\$3,190**, (6095) NW CT Reg. **-\$150** Housing, (7040) Trotta Field **-\$11,553**, (7060) Town Grove **-\$30,951**, (7095) Memorial Day **-\$4,735**, (8510) Cemeteries **-\$1,919**, (8520) Sundries **-\$470**, (8640) Rail Road Station **-\$1,997**, and (9210) Other **-\$2,131**. J. Graaff made a motion to move the surpluses to the lines with a deficit divisions. M. Voldstad seconded, and the motion was approved unanimously.

**6. Discussion of meeting dates for 2024.**

**7. Discussion of Town Report and dedication.**

**8. Adjourn: 6:55pm**