

**EAST GRANBY BOARD OF FINANCE
REGULAR MEETING MINUTES
June 18, 2024**

1) Call to Order

A regular meeting of the Board of Finance was called to order by Board Chair Jeff Clark at 7:33p.m. Members present were alternate Chris Cochran, Oliver Davis, alternate Jeff Hecht, Mike Malloy and Todd Zessin. Chris Cochran and Jeff Hecht were designated voting members.

2) Public Comment

None

3) Additions to Agenda

Motion: A motion was made by Oliver Davis and seconded by Jeff Hecht to add Executive Session – Personnel Matter as agenda item 9 and move Adjournment to agenda item 10. **All votes were in favor and the motion carried.**

4) Acceptance of Minutes –May 29, 2024 Special Meeting

Motion: A motion was made by Todd Zessin and seconded by Chris Cochran to accept the minutes of the May 29, 2024 meeting. **All votes were in favor and the motion carried.**

5) Communication & Correspondence

- Correspondence re potential date for Town Meeting
- Correspondence re capital requests

6) Monthly Reports

A) Financial

Motion: A motion was made by Oliver Davis and seconded by Todd Zessin to accept the May BOE, BOS and Treasurer’s financial reports. **All votes were in favor and the motion carried.**

7) New Business

A) Review Status of Existing Capital Accounts and Recommend Closure of Completed Accounts

Motion: A motion was made by Mike Malloy and seconded by Jeff Hecht to recommend for Town Meeting action the closure of the following BOE capital accounts and to return any remaining funds to the Capital Fund:

- High School Tennis Court Repair (\$3,970)
- School Custodial Equipment (\$8,805.84)
- Seymour/HS Sidewalk Repair
- School Aerohive WIFI (\$558)
- School Tile Cleaning
- Main Gym Floor Refurbish
- Allgrove Mini Splits (\$200)

All votes were in favor and the motion carried.

Motion: A motion was made by Mike Malloy and seconded by Oliver Davis to recommend for Town Meeting action the closure of the following BOS capital accounts and to return any remaining funds to the Capital Fund:

- RCC Compactor Pad (\$4,302.90)
- Plow Truck (\$1,992.92)
- Fire Truck Lettering (\$450)
- Ladder Truck Refurbishment (\$250)
- Ladder Truck Equipment Tower (\$18.24)
- Accounting Software (\$5,918)

All votes were in favor and the motion carried.

B) Discuss Capital Requests (action is later in the agenda)

The capital requests were discussed.

C) Discuss and Act on General Government Budget Transfers

Motion: A motion was made by Oliver Davis and seconded by Todd Zessin to approve the following budget transfers as recommended by the BOS:

- \$5,000 from Registrars to Legal Fees
- \$1,000 from Insurance to Probate
- \$3,000 from Insurance to Data Services
- \$3,000 from Utilities to Park & Rec
- \$6,500 from Utilities to Rec Fields
- \$20,000 from Contingency to Police Department
- \$20,000 from RCC to Police Department
- \$10,000 from Selectman Police Department
- \$23,000 from Insurance to Police Department
- \$5,000 from Insurance to Fire Department
- \$10,000 from RCC to Social Security
- \$5,000 from Contingency to Social Security
- \$5,000 from Insurance to Prof Associations
- \$2,000 from Tax Collector to Senior Services
- \$3,000 from Registrars to BOF
- \$2,000 from Street Lighting to Audit

All votes were in favor and the motion carried.

D) Policy Committee Policy Review

Mike Malloy agreed to volunteer for the policy committee.

E) Police Non-Lapsing Fund

Motion: A motion was made by Mike Malloy seconded by Oliver Davis to establish a police reserve fund as presented by the resident state trooper. The fund would be funded by the net revenue of private duty police work and be capped at \$100,000. Funds requested up to \$5,000 may be authorized by the First Selectperson and funds requested in excess of \$5,000 must be authorized by both the Board of Selectmen and the Board of Finance. If deemed necessary after town attorney review, this motion shall be put forth to a town meeting. In addition, \$10,000 of current year (FY 24) police revenue funds are to be transferred from the General fund to the Police Reserve Fund. **All votes were in favor and the motion carried.**

F) Budget for 2024-25 Fiscal Year – Action Pending Referendum Results

Motion: A motion was made by Oliver Davis to put forth to the town meeting a total budget of \$27,222,591 which includes a Board of Education budget of \$19,797,072, a General Government budget of \$5,620,789, debt service of \$1,204,730 and a capital contribution of \$600,000. **Motion failed due to lack of second.**

Motion: A motion was made by Jeff Hecht to put forth to the town meeting a total budget of \$27,542,252 which includes a Board of Education budget of \$20,099,522, a General Government budget of \$5,638,000, debt service of \$1,204,730 and a capital contribution of \$600,000. **Motion failed due to lack of second.**

Motion: A motion was made by Todd Zessin and seconded by Oliver Davis to put forth to the town meeting a total budget of \$27,494,396 which includes a Board of Education budget of \$20,051,666, a General Government budget of \$5,638,000, debt service of \$1,204,730 and a capital contribution of \$600,000. **Three votes were in favor (Cochran, Davis, Zessin) and three opposed (Clark, Hecht, Malloy). Motion failed.**

Motion: A motion was made by Jeff Clark and seconded by Jeff Hecht to put forth to the town meeting a total budget of \$27,502,730 which includes a Board of Education budget of \$20,090,000, a General Government budget of \$5,608,000, debt service of \$1,204,730 and a capital contribution of \$600,000. **Five votes were in favor (Clark, Cochran, Davis, Hecht, Zessin) and one opposed (Malloy). Motion carried.**

G) Act Upon Capital Requests

Motion: A motion was made by Mike Malloy and seconded by Jeff Hecht to recommend for Town Meeting action a sum not to exceed \$75,000 from the Capital Non-Recurring Fund for field irrigation. Any unexpended funds are to be returned to the Capital Fund. **All votes were in favor and the motion carried.**

Motion: A motion was made by Chris Cochran and seconded by Oliver Davis to recommend for Town Meeting action a sum not to exceed \$25,000 from the Capital Non-Recurring Fund for baseball/softball field fencing. Any unexpended funds are to be returned to the Capital Fund. **All votes were in favor and the motion carried.**

Motion: A motion was made by Mike Malloy and seconded by Oliver Davis to recommend for Town Meeting action a sum not to exceed \$25,250 from the Capital Non-Recurring Fund for classroom viewboards. Any unexpended funds are to be returned to the Capital Fund. **All votes were in favor and the motion carried.**

Motion: A motion was made by Jeff Hecht and seconded by Oliver Davis to recommend for Town Meeting action a sum not to exceed \$40,000 from the Capital Non-Recurring Fund for indoor air quality testing. Any unexpended funds are to be returned to the Capital Fund. **All votes were in favor and the motion carried.**

Motion: A motion was made by Mike Malloy and seconded by Chris Cochran to recommend for Town Meeting action a sum not to exceed \$20,000 from the Capital Non-Recurring Fund for fire department air packs and cylinders. Any unexpended funds are to be returned to the Capital Fund. **All votes were in favor and the motion carried.**

H) Provide Guidelines to BOS and BOE for Update of Five-Year Capital Plans

The BOF asked that the BOS & BOE submit their capital plans to the BOF in September.

8) Public Comment

None

9) Executive Session Re: Personnel Matter

Motion: A motion was made by Mike Malloy and seconded by Todd Zessin to move into Executive Session for discussion regarding a personnel matter. The First Selectwoman and Resident State Trooper Dimetrion were invited to attend. **All votes were in favor and the motion carried.** The Board Clerk was dismissed, and the Board moved into Executive Session at 10:35 p.m.

The Board moved out of Executive Session at 11:05 p.m.

10) Adjournment

Motion: A motion was made by Chris Cochran and seconded by Oliver Davis to adjourn the meeting at 11:06 p.m. **All votes were in favor and the motion carried.**

Respectfully Submitted,

Kelly Jacobs, Board Clerk