



THE TOWN OF WOODBRIDGE BOARD OF FINANCE MEETING MINUTES THURSDAY, MARCH 16, 2023

A Virtual Board of Finance Meeting for the Town of Woodbridge using Webex was held on Thursday, MARCH 16, 2023, at 6:00 pm

Link to YouTube recording: <https://www.youtube.com/watch?v=4GODhNTC7-o&list=PL1cC-rkNEFsFVu-m8slfTJTIN6xmjCtC&index=15>

PRESENT: BOF PRESENT: Chairman, Matthew Giglietti; Vice Chairman, Susan Jacobs, Tom Handler;
Donavon Lofters; Ellen Scalettar, Dwight Rowland

ALSO PRESENT: First Selectman, Beth Heller; Administrative Officer/Director of Finance,
Anthony Genovese; Gaye Mastrianna

Chairman Matthew Giglietti called the meeting to order at 6:00 pm

PUBLIC COMMENTS - None

ADMINISTRATIVE OFFICER / DIRECTOR OF FINANCE REPORT

Tony reported on revenues and expenditures through February 28, 2023, with an estimated year end budget surplus of 651,087. Fund balance at 6/30/23 is estimated to be 7.83 million dollars or 14.59% of annual expenses.

Revenue

Interest income is projected to general a surplus of 315,000. The interest rate on our earnings is currently 4.5%. The interest rate at the time of the adopted budget was 0.80%.

Intergovernmental revenue is projected to generate a surplus of 27,092. The Town received 183,037 from the State of CT MRSA (municipal revenue sharing account). This was not anticipated during the budget process. There is an anticipated shortfall of 194,000 in special education excess cost grant funds reported by the Woodbridge Board of Education. The Town received 23,456 in opioid settlement funds.

Expenditures

Natural Gas – We will most likely experience a deficit in natural gas due to increased generation rates. The rate used at time of budget creation was 6.36 per dth. In October, the Town locked into a rate of 15.59 per dth. The size of the deficit will depend on the severity of the winter.

Waste Management - We are still in a deficit of about 50,000 due to the increased cost of the solid waste tonnage, however, it is mostly due to recycling. We pay 99.22 a ton to get rid of our recycling. The old rate was 37.47 a ton. Tony is hopeful that the deficit can be offset with surplus transfer station fees.

Amity - Amity has a surplus of 363,043. Due to the two failed referenda, the Town will contribute 134,046 less to Amity in fiscal year 2023. Also, the March payment was reduced by an additional 228,997 which represents Woodbridge's portion of the surplus. Instead of sending the Town back a check for our portion of the surplus, Amity reduced our March payment.

Governor's budget update - There is an increase in ECS funding. Motor vehicles increased 389,000 due to the amount of tax revenue lost by freezing of the mill rate.

WBOE – financial report. Reported in liaison reports.

Funding requests

2223-20 Allocation**\$8,000.00**

This transfer is for traffic review for 10-14 Merritt Avenue. Fees paid by applicant, will fund und the traffic review.

| | | |
|-------|-------------------------------|----------------|
| TO: | Town Planning/Zoning | |
| | General Professional Services | 1180-00/52100 |
| FROM: | Revenue - TPZ | |
| | Zoning Hearings and Regs | 1-5-1850/45420 |

Motion by Matthew Giglietti and second by Dwight Rowland, to approve funding request as presented.

Vote: Aye: Giglietti, Scalettar, Jacobs, Lofters, Handler, Rowland

Naye: None

Funding requests

2223-21 Allocation**\$7,000.00**

This transfer is to fund increases in several software packages that had increased after the budget process

| | | |
|-------|-----------------------|---------------|
| TO: | Information Systems | |
| | Software Maintenance | 1145-00/53540 |
| FROM: | Employee Benefits | |
| | Workers' Compensation | 1710-00/51600 |

Motion by Matthew Giglietti and second by Ellen Scalettar, to approve funding request as presented.

Vote: Aye: Giglietti, Scalettar, Jacobs, Lofters, Handler, Rowland

Naye: None

Funding requests

2223-23 Allocation**\$3,000.00**

This request is to transfer a 3,000 donation from the Beth-Wood Baseball League for the cost of providing temporary toilets and overtime related to league tournaments.

| | | | |
|-------|------------------|---------|----------------|
| TO: | Parks Department | | |
| | Overtime | 1500.00 | 1520-00/50410 |
| | Rentals | 1500.00 | 1520-00/53610 |
| FROM: | Revenue | | |
| | Donations | | 1-6-1100/46410 |

Motion by Matthew Giglietti and second by Donavon Lofters, to approve funding request as presented.

Vote: Aye: Giglietti, Scalettar, Jacobs, Lofters, Handler, Rowland

Naye: None

Funding requests

2223-24 Allocation**\$22,900.00**

This request is for funds to address the shortage in the repair and maintenance line in the building maintenance budget (18,500) as well as fund the Town's portion of updating the EV charging stations.

| | | | |
|-------|---------------------------|--------|-------------------|
| TO: | Building Maintenance | | |
| | Repair & Maintenance- bld | 18,500 | 1370-00/53530 |
| | CNR – Bld Maint | 4,400 | 302-37/57470/EVCS |
| FROM: | Building Maintenance | | |
| | Part Time Maintenance | | 1370-00/50330 |

Motion by Matthew Giglietti and second by Ellen Scalettar, to approve funding request as presented.

Vote: Aye: Giglietti, Scalettar, Jacobs, Lofters, Handler, Rowland

Naye: None

Approval of Minutes

Motion by Matthew Giglietti to approve the minutes of the **December 1, 2022, joint BOS and BOF Meeting**, as presented. Second by Dwight Rowland.

Vote: Aye: Giglietti, Scalettar, Jacobs, Lofters, Handler, Rowland

Naye: None

Motion by Matthew Giglietti to approve the minutes of the **December 6, 2022, joint BOS and BOF Meeting**, as presented. Second by Dwight Rowland.

Vote: Aye: Giglietti, Jacobs, Lofters, Handler, Rowland

Abstain: Scalettar

Motion by Matthew Giglietti to approve the minutes of the **January 24, 2023, Board of Finance Meeting**, as presented. Second by Ellen Scalettar.

Vote: Aye: Giglietti, Scalettar, Jacobs, Lofters, Handler, Rowland

Naye: None

Motion by Matthew Giglietti to approve the minutes of the **January 26, 2023, joint BOS and BOF Meeting**, as presented. Second by Dwight Rowland

Vote: Aye: Giglietti, Lofters, Handler, Rowland

Abstain: Scalettar, Jacobs

Motion by Matthew Giglietti to approve the minutes of the **January 31, 2023, joint BOS and BOF Meeting**, as presented. Second by Dwight Rowland

Vote: Aye: Giglietti, Jacobs, Lofters, Handler, Rowland

Abstain: Scalettar

Motion by Matthew Giglietti to approve the minutes of the **February 16, 2023, Board of Finance Meeting**, as presented. Second by Dwight Rowland.

Vote: Aye: Giglietti, Scalettar, Jacobs, Lofters, Handler

Abstain: Rowland

Motion by Matthew Giglietti to approve the minutes of the **March 2, 2023, Board of Finance Meeting**, as presented. Second by Dwight Rowland.

Vote: Aye: Giglietti, Scalettar, Jacobs, Handler, Rowland

Abstain: Lofters

LIASON REPORTS

Tom Handler reported that the Woodbridge Board of Education finance committee is projecting a year end surplus of approximately 86,000.

FIRST SELECTMAN'S REPORT

Beth reported that she had informed the Board of Selectman that the town's on-going budget dilemma is caused by a long term revenue problem. We have consolidated staff positions and cut programs. There are very few ways left where we can make additional meaningful cuts to the budget without cutting services, so we need to focus on growing revenue. New revenue is critical to fund our high-quality education and other important Town services.

The Town can grow its grand list by expanding the commercial district and also offering new and diverse housing. Our 2030 Task Force has a goal of having a healthier grand list by 2030. The Task Force has already presented their connectivity proposal in the business district to maximize grant opportunities and will present strategies on placemaking and other ideas for the Business District at the April 12th, Board of Selectmen meeting.

Beth continues to seek ways to expand the Town's regional services. The BOS approved a Memorandum of Understanding, between Beacon Falls and Woodbridge to provide District Animal Control Services on a month to month basis, at this point, following a horrific animal situation that occurred recently in Beacon Falls.

Beth reported that the 55+ housing proposal which was approved by both the Town Planning and Zoning and the Inlands Wetlands Agency has now begun. The project is located at Litchfield Turnpike and Bradley Road. Toll Brothers estimates construction will be completed in 3 years. This project will grow the Grand List by 70 homes, while not adding to the enrollment in our schools.

Beth met with Selectmen Vogel and Kuriakose along with Tony Genovese to discuss hiring a consultant to review and revise the RFP for the former Country Club of Woodbridge and will update as it moves forward. Last month there was a request from Massaro Farm for a planned upgrade, which included a farm stand to the barn, on the property. They were not successful in their grant application for the farm stand, so the project was withdrawn.

Beth reported that the Town Library has stepped up to coordinate Town-wide events such as Earth Day, Like me Day, and Rid Litter Day. Due to staffing changes, we have taken the opportunity to examine resources and reallocate department assignments related to Town Events.

FY 2024 BUDGET ADJUSTMENTS

The board discussed revenue and expenditures including health insurance, and the increase in both the police and regular employee retirement. The cut to the Recreation Department Fitness Center was also discussed. Tony Genevese was thanked for his hard work in getting the budget to where it is.

Motion by Matthew Giglietti to present to the Preliminary Budget Hearing on April 24 2023, a budget that has expenditures of 56,253,395 and non-tax revenue of 5,464,053. Amount to be raised by taxes of 50,789,342 resulting in a mill rate of 45.08 and a motor vehicle mill rate of 32.46.

Motion was second by Ellen Scalettar

Vote: Aye: Giglietti, Scalettar, Jacobs, Lofters, Handler, Rowland

Naye: None

The Board of Finance voted (Giglietti/Handler) unanimously to adjourn the meeting at 6:55 p.m.

Respectfully submitted,

Gaye Mastrianna

Gaye Mastrianna
Payroll and Benefits Admin.