



THE TOWN OF WOODBRIDGE BOARD OF FINANCE MEETING MINUTES THURSDAY, JUNE 15, 2023

A Virtual Board of Finance Meeting for the Town of Woodbridge using Webex was held on Thursday, June 15, 2023, at 6:00 pm

Link to YouTube recording: <https://www.youtube.com/live/y16D7eVP66M?feature=share>

PRESENT: BOF PRESENT: Chairman, Matthew Giglietti; Vice Chairman, Susan Jacobs, Donavon Lofters; Ellen Scalettar

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

Chairman Matthew Giglietti called the meeting to order at 6:02 pm

PUBLIC COMMENTS – NONE

ADMINISTRATIVE OFFICER/DIRECTOR OF FINANCE REPORT

Tony reported on revenues and expenditures through May 2023, with an estimated year end budget surplus of \$1,097,534. The current Town budget includes an allocation from the fund balance of 400,000. Increase to fund balance at year end is projected to be \$697,534. Fund balance at 6/30/23 is estimated to be \$8.3 million dollars, or 15.47% of annual expenses.

REVENUES –

Interest income – due to increasing rates, interest income is projected to generate a surplus of \$415,000. The interest rate on our earnings is currently 5.12%. When the budget was adopted in May, the rate was 0.80%.

Intergovernmental Revenue – Intergovernmental revenue is projected to generate a surplus of \$172,105. The Town received \$183,037 from the State of Connecticut MRSA (municipal revenue sharing account). In the FY23 budget process, 170,000 of special education excess cost grant funds were to go directly to the WBOE. Because the WBOE had a surplus in the current year, the board does not need the funds which eliminates the 194,000 special education excess cost deficits projected in previous months.

EXPENSES

Building Official – The building official is projected to experience a surplus of \$12,000 primarily due to savings in part time wages.

Waste Management – Waste Management is projected to experience a deficit of approximately \$25,000. This is due to both the solid waste tonnage and recycling, due to tip fees. Solid waste tonnage disposed at the transfer station is increasing compared to our budget estimate. The town charges a fee to offset this cost when delivered by haulers. Recycling costs have also increased due to tip fee increases. The recycling tip fee depends on the market for recycled products, which has significantly deteriorated.

HUMAN SERVICES – Human Services is projected to experience a surplus of \$20,000 due to savings in part time wages.

AMITY REGIONAL SCHOOL DISTRICT – Amity Regional School District budget will experience a surplus of \$363,043 for two reasons. Two failed referenda – the Town will contribute \$134,046 less to Amity in fiscal year 2023, than budgeted. The March payment was reduced by an additional \$228,997 which represents Woodbridge’s portion of Amity’s fiscal year 2022 surplus.

WBOE – The Woodbridge Board of Education is projecting a year end surplus of approximately \$125,000, as of April 2023.

Funding request

2223-32 Allocation **\$2,300**
Request for funding to cover professional transcription of legal recordings.

To: Police Department/data processing 1210-00/52210
From: Police Department/Medical Expense 1210-00/52170

Motion by Matthew Giglietti and second by Ellen Scalettar, to approve funding request as presented.
Vote: Aye: Giglietti, Scalettar, Jacobs, Lofters
Naye: None

Funding request

2223-33 Allocation **\$12,845**
Request for funding to replace S2 security Netbox extreme controller. The current controller has failed and needs replacement.

To: Fire Commission/communication -security 1230-00/54260
From: Finance regular assistants 7,000 1150-00/50210
Finance regular clerical 1,500 1150-00/50215
Bldg Dept/Building Official 4,345 1270-00/50112

Motion by Matthew Giglietti and second by Donavon Lofters, to approve funding request as presented.
Vote: Aye: Giglietti, Scalettar, Jacobs, Lofters
Naye: None

Funding requests

2223-34 Allocation **\$50,000**
Request for funding to replace the current Building Maintenance Van with a pick-up truck.
The current van is in need of replacement.

To: CNR Building Maintenance/vehicle 302-3700-57450/RVEH
From: Board of Finance/Contingency 1170-00/56800

Motion by Matthew Giglietti and second by Susan Jacobs, to approve funding request as presented.
Vote: Aye: Giglietti, Scalettar, Jacobs, Lofters
Naye: None

Funding requests

2223-35 Allocation **\$16,000**
Request for funding to purchase a built in room divider which was part of the original renovation.
Plan as the 1st add-alternate. Inflation and high cost HVAC prohibited the purchase.

To: CIP/construction -Senior Center Reno 320/57500/SCTR
From: Human Services/part time other 1410-00/50350

Motion by Matthew Giglietti and second by Ellen Scalettar, to approve funding request as presented.
Vote: Aye: Giglietti, Scalettar, Jacobs, Lofters
Naye: None

Funding requests

2324-01 Allocation **\$2,700**
Request for funding to cover the Recreation Summer campers to swim at the Woodbridge Club,
Due to the closing of the Beecher pool.

To: Recreation/Programs and Publicity 1510-00/54710
From: Recreation/Part -time Seasonal 1510-00/50320

Motion by Matthew Giglietti and second by Ellen Scalettar, to approve funding request as presented.
Vote: Aye: Giglietti, Scalettar, Jacobs, Lofters
Naye: None

MINUTES

Motion by Matthew Giglietti, and second by Susan Jacobs, to approve the minutes of the May 18, 2023, Board of Finance meeting, as presented.

Vote: Aye: Giglietti, Scalettar, Jacobs, Lofters

Naye: None

FIRST SELECTMAN'S REPORT

The Woodbridge Center will hold its long-awaited grand opening on Wednesday June 21st, with a ribbon cutting ceremony at 4:40pm. The Center received a small-town economic assistance program grant or STEAP grant, as well as Bond Commission funds and Federal ARPA funds. We are grateful for all the work that has gone into making this beautiful, modern, and welcoming center for our residents 55 and older.

The Ad Hoc Sustainability Task Force has met, set its membership, and completed their charge. They will take their next steps very soon. Thank you to co-chairs Hillary Drumm and Tom Kenefick for their leadership in this new endeavor.

Woodbridge will be holding an event to honor our residents who served in the military during the Vietnam era. The ceremony is scheduled for July 17, 2023, at 5:00p.m. at the Woodbridge Center. The event is co-hosted by Lt Governor Susan Bysiewicz and the Town. Woodbridge residents who are Vietnam veterans will be receiving invitations this week.

Beth reported on changes regarding election dates and when new elected officials would take office. There will be more information in the future, regarding this matter.

LIAISON REPORTS - None

Motion by Matthew Giglietti to adjourn the meeting at 6:30 p.m. Second by Donovan Lofters.

Vote: Aye: Giglietti, Scalettar, Jacobs, Lofters

The meeting adjourned at 6:30 p.m.

Respectfully submitted,

Gaye Mastrianna

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Payroll and Benefits Admin.

