



THE TOWN OF WOODBRIDGE BOARD OF FINANCE SPECIAL MEETING MINUTES THURSDAY, SEPTEMBER 28, 2023

A Virtual Board of Finance Meeting for the Town of Woodbridge using Webex was held on Thursday, September 28, 2023, at 6:00 pm

Link <https://www.youtube.com/watch?v=iVJO3X8TKIQ>

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

ALSO PRESENT: 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 unaudited revenues and expenditures for fiscal year 2023. The year end result is a surplus of \$893,902. This gives the Town an unaudited unassigned fund balance of \$8,584,920 and represents 16.03% of the FY 2023 expenditures. This is updated from the Board of Selectman report.

REVENUES –

Investment income – due to increasing rates, investment income generated a surplus of \$494,089.

Intergovernmental Revenue – Intergovernmental revenue generated a surplus of \$163,544/. The Town received \$183,037 from the State of Connecticut MRSA (municipal revenue sharing account).

Charge for Services – Department charges generated a surplus of \$56,314 due to \$126,256 in additional building permit fees offset by a deficit of \$58,602 in town clerk fees and \$12,632 in rental fees.

EXPENSES

Registrar of Voters – The registrar of voters experienced a surplus of \$12,805 primarily due to savings in part time wages.

Police – The police department generated a surplus of \$40,246 primarily due to vacant police officer positions.

HUMAN SERVICES – Human Services generated a surplus of \$37,224 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.

RECREATION – Recreation generated a surplus of \$17,842 primarily due to savings in part time/seasonal wages.

Library – The Library generated a surplus of \$10,622 primarily due to savings on electricity and part time wages.

WBOE – The Woodbridge Board of Education generated a year end surplus of 39,858., as of April 2023.

AMITY – Amity Regional School District generated a surplus of 363,043 for two reasons. First due to two failed referenda, the Town will contribute 134,046 less to Amity in FY year 2023 than budgeted by the Town. Secon, our March payment was reduced by an additional \$228,997 which represents Woodbridge’s portion of Amity’s fiscal year 2022 surplus. Instead of sending the town a check for our portion of the surplus, Amity reduced our Mary payment.

Status of FY 2023 Audit – Tony reported that the auditors are here doing field work through the week ending 10-6-23. A new request for this year is a request for lease information as well as info on subscription based software.

Funding request – BUILDING MAINTENANCE

2324-03 Allocation **\$9,542**
To fund the shortfall in the Vehicle Replacement budge for the purchase of a Building Maintenance vehicle.

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

Funding request – PUBLIC WORKS

2324-04 Allocation **\$1,200**
To fund shortfall in the Truck Replacement Reserve to purchase a Public Works Department Pickup Truck

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

Funding requests – DARLING HOUSE

2324-05 Allocation **\$8,516**
To fund shortfall in Cow Barn Renovation

Motion by Matthew Giglietti and second by Dwight Rowland, to approve funding request as presented.
Vote: Aye: Giglietti, Scalettar, Lofters, Rowland, Handler, Jacobs

Naye: None

Funding requests- BUILDING MAINTENANCE

2324-02 Allocation **\$4,600**
To develop a solution to flooding problems that exist at the ramp of the Senior Center

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

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

Naye: None

BUDGET TIMELINE - It was the Board’s consensus to hold the Capital Budget and Operating Budget meetings, together, in January after the elections.

MINUTES

Motion by Matthew Giglietti, and second by Ellen Scalettar, to approve the minutes of the July 20, 2023, Board of Finance meeting, as presented.

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

Naye: None

FIRST SELECTMAN’S REPORT

Beth reported that the 5th annual Living Treasure event was held at the Woodbridge Senior Center. Mary Lee Barker, BOF chair Matthew Giglietti, Joseph Crisco, and Lyn Piascyk were all honored at this wonderful event.

The 3rd annual Woodbridge Like Me event is scheduled for September 30th and encourage everyone to attend.

Beth reported that several responses were received regarding the RFP for the former Country Club of Woodbridge property, for land use consultants. She is requesting that the current Board not review, discuss, or decide on a proposal at this time, due to four of the six Selectman will not be returning to the Board of Selectmen. It seems more suitable for the new Board to take up this matter with their vision for the future of the property.

The Covid 19 virus infection rate has been steadily increasing lately. The Human Services Department is hosting vaccination clinics beginning Sept 26th in the Center Gymnasium. She congratulated that department for seeking and receiving a federal grant to provide better access to vaccines for our community. The 10,000 grant from the National Council of Aging will support the Human Services Department’s work in making it possible for older adults and people with disabilities to get their updated vaccinations and protect their health.

A reminder that the Municipal Election will be held on Tuesday, November 7th. Absentee ballot applications are available now and may be obtained from the Town Clerk’s Office and are on the Town’s website. Absentee

ballots will be available on October 6 and can be completed by mail or in person. Contact the Town Clerk's Office at 203-389-3424 for more information.

LIAISON REPORTS - None

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

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

The meeting adjourned at 6:30 p.m.

Respectfully submitted,

Gaye Mastrianna

Gaye Mastrianna
Payroll and Benefits Admin.

