



TOWN OF OLD SAYBROOK  
Board of Finance

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302 Main Street • Old Saybrook, Connecticut 06475-1741

BOARD OF FINANCE MEETING MINUTES  
July 2, 2019 7:00 P.M.  
FIRST FLOOR CONFERENCE ROOM

BOF Attendant Members

David LaMay, Chairman  
Carol Rzasa, V. Chairwoman  
Tom Stevenson  
Barry O'Neill  
Paul Carver  
Donna Nucci

Absent Members

John O'Brien

In Attendance

Carl Fortuna, First Selectman  
Bob Fish, Treasurer  
Lee Ann Palladino, Director of Finance

**1. Call to order:**

Chairman LaMay called the meeting to order at 7:00 P.M.

**2. Pledge of Allegiance:**

Chairman LaMay led the pledge.

**3. Roll Call:** John O'Brien absent.

**4. Minutes**

A motion to table the minutes of June 4, 2019, was made by Ms. Rsaza, seconded by Mr. O'Neill was so voted unanimously.

**5. Paving Budget Carry-Over**

By way of background, the PW Highway and Street budget has a line item allocation of \$375 thousand that was budgeted for paving. As of June 30<sup>th</sup>, the paving line item had a remaining balance of \$138 thousand. During April, May

and June, prime paving months, the Town had been faced with inclement rainy weather, which made it impossible to pave the roads as planned.

Selectman Fortuna requested that \$138 thousand be placed in the PW paving exchange. The Director of PW will contract for paving services to take place in July and August, along with the regular paving activity to ensure that targeted roads are paved.

A motion by Ms. Rzasa, seconded by Mr. O'Neill to approve the transfer of \$138,000 from the PW Highway and Street fiscal year 2019 budget (account 57400) to the PW Paving Exchange, Fund 7400 (account 57400) was so voted unanimously.

## **6. RFP City Water at Public Works and Transfer Station**

By way of background, the Public Works garage and Transfer Station do not presently have a city water connection. They both rely upon well water. About 10 years ago a city water line was installed in that area. If the Town had connected to the water prior to this point, it would have had to pay for a portion of the construction. However, after 10 years, the restriction is lifted and the cost of hook up is only for the portion of the direct line to the Public Works garage. In addition, this would include installation of a fire hydrant. Given the type of work performed at these two locations, and from a safety perspective, a fire hydrant is needed. Further the installation of the fire hydrant is recommended by the Fire Marshall for the safety of employees and residents.

The Transfer Station Waste Transport and Disposal budget is projected to have a surplus of at least \$50 thousand due to lower than anticipated waste removal expense. It is recommended that you consider setting aside approximately \$40 thousand from this account to pay for the water hook up. An RFP has been created and a competitive bidding process will take place. The specs for the job will be to install a 95 linear foot, 6 inch water line, shutoff and fire hydrant to the existing Connecticut Water Company main currently located on Route 154 opposite the Old Saybrook Department of Public Works to service the health and safety needs of the buildings and services located at this address. The RFP completion date is set for the end of July and once the final amount is determined, we will notify the Board of Finance of the exact amount awarded to the contractor.

Therefore, Selectman Fortuna is requesting that an amount not to exceed \$40 thousand be transferred from the Transfer Station Waste Transport and Disposal fiscal year 2019 budget (General Fund 1005, sub department 840300) to a new

Fund “PW water installation”. This expense projection has been arrived at through an estimate solicited from a local contractor.

A motion by Ms.Rzasa, seconded by Mr. Stevenson to approve the transfer of up to \$40 thousand from the fiscal year 2019 Transfer Station Waste Transport and Disposal budget (General Fund 1005, sub department 840300) to a new Fund called “PW water installation” was so voted unanimously.

## **7. KATE Gutters**

By way of background, the KHCAC had recently undergone some repairs to its roof. At that time, it was discovered that the gutters were in bad condition as well as in need of cleaning. After inspection by the Town’s facility manager and in consultation with Macri Roofing, it was decided that the best course of action was to replace the gutters rather than repair and clean.

The Library budget is projected to have a surplus of approximately \$50 thousand due to employment of two new full time positions where those employees waived medical coverage. Therefore, Selectman Fortuna is requesting that an amount not to exceed \$25 thousand be transferred from the Library fiscal year 2019 budget (General Fund 1005, sub department 450100) to a new Fund “KHCAC Gutter Repair”. The expense projection has been arrived at through an estimate of \$23.5 thousand solicited from a local contractor. The Town will also solicit two additional bids to ensure a competitive bid process.

A motion by Ms. Rzasa, seconded by Ms. Nucci to approve the transfer of up to \$25 thousand from the fiscal year 2019 Library budget (General Fund 1005, sub department 450100) to a new Fund called “KHCAC Gutter Repair” was so voted unanimously.

## **8. Selectman Report**

Selectman Fortuna touched on and discussed the following:

- Denali closing all stores;
- Refunding of some town bonds;
- United States census meetings; we need to encourage responses to census;
- Old Saybrook is rated by Moody’s;
- Pension Board;
- State Budget: \$15 minimum wage; FMLA does not apply to municipal employees;
- PTSD coverage for first responders; extension for 1 year under Workers Comp;

- CIRMA: Liability coverage; CIRMA covers 165 towns out of 170;
- Comptroller Kevin Lembo Report: 11.6% Rainy Day Fund for State

Chairman LaMay thanked Selectman Fortuna.

**5. Comments from the Chair**

Chairman LaMay thanked the board for their comments and discussed teacher negotiations.

**6. Public Comment:**

None

- 7. Adjournment:** A motion to adjourn at 7:55 p.m. by Mr. O'Neill, seconded by Mr. Stevenson was so voted unanimously.

**This meeting can be seen on Town of Old Saybrook YOU TUBE video.**

Submitted: Gerri Lewis, Clerk (from notes)