



TOWN OF OLD SAYBROOK  
Board of Finance

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302 Main Street • Old Saybrook, Connecticut 06475-1741

BOARD OF FINANCE SPECIAL MEETING MINUTES

MARCH 31, 2020

**Teleconference Number: 646-307-1479**

**Teleconference ID: 807700**

Video Meeting URL:

<https://confoneoldsaybrook.globalmeet.com/OSBOF>

BOF Attendant Members

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

Absent Members

In Attendance

Carl Fortuna, First Selectman  
Matt Pugliese, Selectman  
Lee Ann Palladino, Finance Director  
Bob Fish, Treasurer  
Barry Maynard, Tax Collector  
Jan Perruccio, Superintendent of Schools  
Julie Pendleton, Director of Finance & Operations  
Gerri Lewis, Clerk

This meeting was held remotely.

**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:** All members present

**4. Minutes:**

A motion to approve the minutes of March 17, 2020 was made by Ms. Rzasa, seconded by Mr. Swan and was so VOTED 7-0-0.

**5. Public Comment:**

Chairman LaMay asked if there was any public comment.

Ms. Barros, Chairman of the Board of Education noted that she and other board members were on the virtual call of the meeting and appreciated the opportunity to speak. She noted that she was there to answer any questions the board may have as well.

Chairman LaMay thanked Ms. Barros.

**6. Discussion of FY2020-2021 Budget:**

At this time, Chairman LaMay called upon Selectman Fortuna to discuss his memo on the “Revision of Fiscal Year 2021 Budget” dated March 25, 2020.

Selectman Fortuna explained that the Town’s budget calendar for fiscal year 2021 is modified by the events associated with the Corona virus. Specifically as it relates to the budget process and the mandate to avoid congregations, he cited the Governor’s Executive Order, that the board of selectmen with regard to meetings, schedules and deadlines can be modified. Subsequently, he noted that the Governor issued Executive Order 7i, which states: “Notwithstanding any contrary provision of the Connecticut General Statutes, including Title 7, or any special act, municipal charter or ordinance that conflicts with this order, the legislative body of a municipality or, in a municipality where the legislative body is a town meeting, the board of selectmen, shall authorize the budget-making authority within said municipality to adopt a budget for the July 1, 2020 - June 30, 2021 fiscal year and to set a mill rate sufficient, in addition to the other estimated yearly income of such town and in addition to such revenue surplus, if any, as may be appropriated, not only to pay the expenses of the municipality for said fiscal year, but also to absorb the revenue deficit of such town, if any, at the beginning of said fiscal year without holding votes required by charter or without complying with any in-person budget

adoption requirements, including but not limited to, annual town meetings requiring votes, referendum, and special town meetings.”

He noted that the gist of these two orders is that, for this year in these times, the board of finance will vote on a budget and set the mill rate without the need for the annual town meeting or the referendum to which the annual town meeting adjourns. Fortunately, from a public notice requirement, the town has already posted the draft budget on the town’s website and held multiple public meetings on the budget as well as the charter required public hearing on the budget.

Selectman Fortuna urged the board not to make any knee jerk reactions.

He noted that once a majority of the board agrees on the proposed budget, the mill rate can be set. He said the town will not place an ad in the local newspaper as this step is not necessary given this year’s process. However, the final budget documents will be placed on the website once approved for public review.

Selectman Fortuna said he hoped to assure everyone that he would work with all of us as this unfolds to be flexible to manage the financial situation of the Town for the benefit of all of our residents. He noted that we must remember that the town will emerge from this health care crisis in months, not years, and we should not be short-sighted about making appropriate investments in the town’s future. Now is not the time to stagnate. Investing in our community will benefit both our current and future residents, and those that visit our town.

He reminded us that Old Saybrook is a financially strong Town and that all of the work we have done over the past several years has built our reserves to the point where we have the financial might to work through this healthcare crises.

Chairman LaMay thanked Selectman Fortuna.

At this time Chairman LaMay made a motion to approve the General Government Budget of \$20,314,403, seconded by Mr. Carver.

Discussion: Mr. Stevenson asked the Director of Parks & Recreation Mr. Allen to list his priorities. Mr. Allen noted that the priorities for Park & Rec were the following:

- Rugs at mini golf;
- New signage at all the parks (14);
- Pavilion Rug;
- Maple Avenue Irrigation

Ms. Esty, Chairman of Parks and Recreation commission, echoed the priorities as well and particularly spoke to the 14 signs.

Mr. Swan inquired about the stone work around the signs to which Selectman Fortuna noted were under Economic Development.

Chairman LaMay thanked Mr. Allen and Ms. Esty and called for a vote.

Affirmative: Chairman LaMay; Mr. Stevenson; Mr. Carver; Ms. Rzasa; Ms. Nucci; Mr. O'Neill and Mr. Swan. Motion passed.

At this time, Chairman LaMay made a motion to approve the Board of Education budget of \$26,706,023, seconded by Mr. Carver.

Discussion: Mr. Stevenson inquired of the Goodwin School Gym floor and asked Ms. Barros if she had seen the gym floor. Ms. Barros noted that she had not seen the gym floor nor did anyone from the board of education see the gym floor.

Mr. Stevenson asked Ms. Pendleton about the gym floor. Ms. Pendleton noted that there were heaves in the floor; divots in the floor and students have fallen. She also noted that it's been very difficult with patching the floor and keeping it smooth.

Ms. Perruccio spoke to the gym floor maintenance and noted that the gym floor was part of the capital plan and it was already deferred once. She noted that this was a matter of safety as well.

Mr. Swan reported that he went out to see the gym floor and inquired about testing done on the existing floor because it is in a flood plain. Ms. Pendleton agreed that it was in a flood plain and she reported that the floor was tested. She also noted that the floor was tested for radon. She noted that for the new floor, concrete underlayment made the most sense.

Ms. Rzasa inquired about other activities in the gym. Ms. Pendleton noted that yes there are many other activities and the floor holds up better than a wood floor.

Ms. Perruccio noted that the pricing that they got for the new floor was for multipurpose use.

Mr. Swan asked if the new floor would require anything extra. Ms. Pendleton noted that it would be the same type of floor and was more durable than wood.

Ms. Esty asked what is the protected life expectancy to which Ms. Pendleton replied 15 – 20 years.

Mr. Stevenson inquired about savings due to school being closed. Ms. Perruccio noted that there will be savings for example with summer clean-up which can now start earlier, but there will be expenses as well. Mr. Swan asked about whether there would be a savings at the end of the year. Ms. Perruccio noted that she was not able to forecast that right now. Ms. Nucci thought that it was unfair to ask about a projection in the board of education budget at this time.

Mr. Stevenson made note of his tabled motion with regard to the Goodwin gym floor at the March 17<sup>th</sup> meeting. Mr. Swan noted his second. Mr. Stevenson withdrew his initial motion and Mr. Swan withdrew his second.

#### **7. Recommendation of FY2020-2021 Budget Pursuant To Governor Lamont's Executive Order 7i :**

At this time, pursuant to Governor Lamont's Executive Order 7i, Chairman LaMay made a motion to approve the FY 2020-2021 total government budget of \$47,020,426, seconded by Ms. Rzasa and was so voted by Chairman LaMay; Mr. Carver; Ms. Rzasa; Mr. Stevenson; Mr. O'Neill; Ms. Nucci and Mr. Swan.

#### **8. Setting of Mill Rate:**

Treasurer Fish explained the mill rate as follows:

##### **MILL RATE CALCULATION**

**FOR THE YEAR ENDING JUNE 30, 2021**

**March 30,  
2020**

<b>Grand List</b>	<b>\$2,279,172,000</b>	<b>Assessor's Corrected Value, with compensation for the Tax Relief Program and expected reductions by May.</b>
<b>Tax Collection Rate</b>	<b>0.99</b>	
<b>Other Revenues</b>	<b>\$1,769,000</b>	<b>Includes \$375,000 in State Revenue, \$235,000 in Taxes, and \$1,159,000 in Local Revenue (\$100,000 reduction)</b>
<b>Fund Balance Appropriation</b>	<b>\$0</b>	

**Total Revenue (Budget)**

**\$47,020,426**

**New Budget**

**Mill Rate = 1000 x (Total Revenue - Other Revenue  
- Fund Balance Appropriation) / (Grand List x Tax  
Collection Rate)**

**= 20.0549**

20.05

**Difference  
= 0.45**

0.30

**Present mill rate =  
19.66**

**19.75**

Chairman LaMay thanked Treasurer Fish and made the following motion:

Chairman LaMay made a motion to set the mill rate at 20.05 as referenced by Treasurer Fish's calculation. There was a second by Mr. O'Neill and the motion passed by Chairman LaMay; Ms. Rzasa; Mr. Stevenson; Mr. O'Neill; Ms. Nucci; Mr. Carver and Mr. Swan.

Chairman LaMay thanked the board and noted that the next meeting will be April 7, 2020. Ms. Nucci reminded the board that it will be remotely and suggested that Chief Spera speak on Emergency Management preparedness. Chairman LaMay agreed and asked for a motion to adjourn.

### **9. Adjournment**

A motion to adjourn was made by Ms. Rzasa, seconded by Chairman LaMay and was so VOTED unanimously at 8:04 p.m.

Submitted:  
Gerri Lewis, Clerk