

**TOWN OF CROMWELL BOARD OF FINANCE
REGULAR MEETING
THURSDAY, FEBRUARY 22, 2024 7:00 pm
CROMWELL TOWN HALL – COUNCIL CHAMBERS
MEETING MINUTES**

RECEIVED FOR RECORD
Mar 11:2024 11:38A
JoAnn Doyle
TOWN CLERK
CROMWELL, CT

PRESENT: Chairman John Ireland, Vice Chairman Steve Wygonowski, Jamin DeProto, Dan Kelly, Ed Maley, Alternate James Fedeli, Alternate Christopher Carigliano

ALSO PRESENT: Town Manager Anthony Salvatore, Director of Finance Sharon DeVoe, Tax Collector Brian Stermer, Town Auditor Joseph Centofanti, Board of Education member Kathryn Ross

- A. CALL TO ORDER – Chairman John Ireland called the meeting to order at 7:02 PM.
- B. PLEDGE OF ALLEGIANCE – Pledge of Allegiance was said by all.
- C. APPROVE AGENDA – No changes
- D. SEAT ALTERNATES – None
- E. CITIZENS COMMENT- None
- F. BOARD OF EDUCATION LIASON REPORT – Kathryn Russ gave a brief update from the Board of Education. She stated that they are in a deficit for the current year and are in a budget freeze. They approved their budget and there is a 6.63% increase. They are also still looking for a Director of Finance. There is Tri-Board meeting on Monday at 7pm.
- G. SPECIAL REPORTS
 - 1. Town Auditor, Joseph Centofanti, PFK O'Connor Davies
 - a. Town Auditor from Centofanti, from PKF O'Connor Davies, gave an overview of the audit. There was brief discussion to clarify some of the reports.
- H. NEW BUSINESS
 - 1. Set Hearing and Deliberation dates for the 2024-2025 budget.
 - a. Ed Maley made a motion to hold the Public Hearing on Thursday April 4th at 6PM, followed by a budget workshop in Council Chambers, the second budget workshop will be held Thursday April 11th at 6PM in Council Chambers and if needed a third budget workshop on Wednesday April 17th at 7PM in council chambers; seconded by Jamin DeProto. **ALL IN FAVOR. MOTION PASSES.**
 - 2. Discussion and action on transfer of funds (General Fund to CNR Fund) and appropriation in the amount of \$136,000 within the CNR Fund for the Section 5310 DOT Grant for a handicap accessible vehicle (80% reimbursable).
 - a. Town Manager, Anthony Salvatore presented the request. Discussion followed on selling the bus it would be replacing and the previous purchased van. Steve Wygonowski made a motion to discuss and take action on transferring funds from General Fund to CNR Fund and appropriating \$136,000 within CNR Fund for the Section 5310 DOT Grant for a handicap accessible vehicle, which has a 80% reimbursement; seconded by Matthew Blanchette. Ed Maley made a motion to

temporarily delay the vote on this matter until after the report of the tax collector; seconded by Dan Kelly. **ALL IN FAVOR. MOTION PASSES.**

3. Discussion and action to approve adding the following "Advisory Question" to the referendum ballot: Advisory Question 1. If you voted no on the general government budget, is the budget Too high. Too Low.
 - a. Steve Wygonowski made a motion to discuss and approve adding the following "Advisory Question" to the referendum ballot: Advisory Question 1. If you voted no on the general government budget, is the budget Too high. Too Low; seconded by Dan Kelly. **4 IN FAVOR. 1 OPPOSED. MOTION PASSES**
4. Discussion and action to approve adding the following "Advisory Question" to the referendum ballot: Advisory Question 2. If you voted no on the Board of Education budget, is the budget ... Too High. Too Low.
 - a. Steve Wygonowski made a motion to discuss and approve adding the following "Advisory Question" to the referendum ballot: Advisory Question 1. If you voted no on the Board of Education budget, is the budget Too high. Too Low; seconded by Dan Kelly. **4 IN FAVOR. 1 OPPOSED. MOTION PASSES**

I. APPROVAL OF MIUNTES OF PREVIOUS MEETINGS

1. Regular Meeting, January 25, 2024
 - a. **ALL IN FAVOR. MOTION PASSES.**

J. REPORT OF THE TOWN MANAGER

1. Town Manager, Anthony Salvatore, gave an update on the Town budget. The Town is working with CCM to look at where the Town and fire district can save money. There was an economic development update on Cromwell Commons and Red Lion. The town manager also shared an update on Gilead vs. Town of Cromwell.

K. REPORT OF THE FINANCE DIRECTOR

1. Director of Finance, Sharon DeVoe, presented the budget through the end of January. They are keeping an eye on the central services line. Discussion followed on General Fund and CNR projects and matching the Tax Collectors report to the Finance Reports.

L. REPORT OF THE TAX COLLECTOR

1. Tax Collector, Brian Stermer, presented the monthly cash collection report. He shared that there was training with the Bank for the check processing system.

M. NEW BUSINESS CONTINUED

1. Steve Wygonowski made a motion to revisit the motion to discuss and take action on transferring funds from General Fund to CNR Fund and appropriating \$136,000 within CNR Fund for the Section 5310 DOT Grant for a handicap accessible vehicle, which has a 80% reimbursement; seconded by Matthew Blanchette. Ed Maley made a motion to amend the motion to transfer \$100,000 from General Fund to CNR Fund and appropriate \$136,000 within the CNR Fund for the Section 5310 DOT Grant for a handicap accessible vehicle; seconded by Steve Wygonowski. **ALL IN FAVOR. MOTION PASSES.**
 - a. Voting for amended motion – **ALL IN FAVOR. MOTION PASSES.**

N. SCHOOL BUILDING UPDATE – Matthew Blanchette shared the Master Budget Summary

- O. CHAIRMAN'S COMMENTS – Chairman John Ireland reminded everyone about the Tri-Board Meeting on Monday February 26th and a special meeting of the Board of Finance on Tuesday February 27th.
- P. VICE CHAIRMAN'S COMMENTS – Vice Chairman Steve Wygonowski stated he was looking for to the special meeting on Tuesday
- Q. GOOD AND WELFARE – None.
- R. ADJOURNMENT – John Ireland adjourned the meeting at 9:50 pm.

Respectfully Submitted,

Sara Kennedy

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