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**Town of Stafford
Board of Finance Special Meeting
June 7, 2023**

2023 JUN 14 AM 8:41

7 pages

[Signature]
TOWN CLERK

Veterans Meeting Room

Warren Memorial Town Hall

IMMEDIATELY FOLLOWING THE ADJOURNED 8:15 PM TOWN MEETING

REVISED

6-14-2023 *[Signature]*

1. The meeting was called to order at 8:25 pm by Chairman Francis Moriarty.
2. Present were Chairman Moriarty, and members Steve Geryk, Matt McKenney, Tony Pellegrino, and Richard Shuck. Upon motion of Mr. McKenney, the Board unanimously agreed to seat alternate Conrado Ulloa in place of absent member David Walsh. A quorum was established.

Also present was Board of Finance alternate Shelley West, Treasurer Neil Hoss, Interim Director of Finance Lynn Nenni, Board of Selectmen members Sal Titus, Richard Hartenstein, and Kurt Vail, Board of Education Chair Laura Lybarger, Tax Collector Stephanie Irving, Town Clerk Karen Troiano, members of the Board of Education, and additional Town and School administrators and staff.

3. Upon motion of Mr. McKenney and seconded by Mr. Pellegrino, the Board unanimously approved the May 22, 2023 minutes.
4. Tax Collector Stephanie Irving addressed the Board regarding the Suspense list, an annual list prepared for approval by the Board of Finance. Ms. Irving provided the list to the Board prior to the meeting for their review. Discussion was held on the process for uncollectable accounts.

Mr. McKenney moved to accept the Tax Collector's Suspense List as presented, seconded by Mr. Shuck. The motion was unanimously approved.

5. Upon motion of Mr. Pellegrino and seconded by Mr. McKenney, the Board unanimously approved the transfers as presented.
(see attached)
6. At their April 18, 2023 meeting, the Service District Commission unanimously voted to recommend a mill rate of 2.53 for FY 2023/2024.

Upon motion of Mr. Pellegrino and seconded by Mr. Shuck, the Board unanimously approved to establish a 2.53 Service District Mill Rate for FY 2023/2024.

7. Chairman Moriarty reported the FY 2023/2024 budget had been defeated by 279 votes at the referendum held earlier that day, 713(YES) to 992 (NO). The Board discussed the results and noted the voters are still sending a strong message that the majority will not support a large mill rate increase, which will result in a loss of services to taxpayers.

Ms. Nenni informed the Board that the State budget was passed today, and that ECS revenue from the State to the Board of Education was increased by \$280,000 over what was estimated. Additionally, the Town pilot payment revenue was increased by \$21,763. It was also Ms. Nenni's recommendation to increase the Building fees revenue an additional \$50,000.

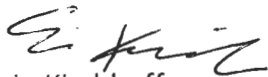
Following discussion of potential budget cuts, Mr. Geryk moved to reduce the FY 2023/2024 budget by a total of \$557,726 with \$339,089 cut from the Board of Education budget, \$209,037 cut from the Town budget, and \$9,600 from the Library budget, and increase ECS revenues by \$250,511, Building Department fees revenues by \$50,000, and pilot payment revenues by \$21,763.

Mr. McKenney seconded the motion and was unanimously approved.

This action results in a .99 mill increase producing a proposed FY 2023-2024 mill rate of 36.77

8. Upon motion of Mr. Shuck and seconded by Mr. Pellegrino, the Board unanimously voted to adjourn the meeting at 9:35 PM.

Respectfully Submitted,



Erin Kirchhoffer
Recording Secretary

Attachment

TRANSFER REQUEST FORM

Tabled from
May 3, 2023

Department Name: Public Works

Fiscal Year: 2023

Transfer From Account # 20-99-9996

Account Name: Assigned Fund Balance- Capital Projects

Transfer To Account # 32-330-3200

Account Name: Olympic STEAP Grant

Transfer Amount \$ 10,500

Please describe the reason for the transfer (why is the account overbudget).

Transfer necessary to accommodate Town match portion of 2020 STEAP grant funding for Olympic Field.

Devin Cowperthwaite



Printed Name: (person requesting transfer)

Signature: (person requesting transfer)

Requires Town Meeting approval per C.G.S. 7-348 Yes _____ No

Date: 6/6/2023
Reviewed by the Board of Selectmen

Date: _____
Approved by Board of Finance

First Selectman

Board of Finance Chairman

Tabled 5/3/2023

TRANSFER REQUEST FORM

Department Name: Parks Department

Fiscal Year: 2022 - 2023

Transfer From Account # 20-280-4125

Account Name: Trash Disposal

Transfer To Account # 20-330-7420

Account Name: Capital Equipment

Transfer Amount \$ \$2,000.00

Please describe the reason for the transfer (why is the account overbudget).
Purchase of Top Dresser Machine for fields.

Devin Cowperthwaite

Printed Name: (person requesting transfer)



Signature: (person requesting transfer)

Requires Town Meeting approval per C.G.S. 7-348 Yes _____ No

Date: 6-6-2023
Reviewed by the Board of Selectmen

Date: _____
Approved by Board of Finance

First Selectman

Board of Finance Chairman

TRANSFER REQUEST FORM

Department Name: Tree Warden

Fiscal Year: 2022- 2023

Transfer From Account # 20-280-4125

Account Name: Trash Disposal

Transfer To Account # 20-240-4400

Account Name: Tree Warden

Transfer Amount \$ \$2,850.00

Please describe the reason for the transfer (why is the account overbudget).

Required removal of hazardous trees.

Devin Cowperthwaite

Printed Name: (person requesting transfer)



Signature: (person requesting transfer)

Requires Town Meeting approval per C.G.S. 7-348 Yes _____ No

Date: 6/6/2023
Reviewed by the Board of Selectmen

Date: _____
Approved by Board of Finance

First Selectman

Board of Finance Chairman

TRANSFER REQUEST FORM

Department Name: Highway Department

Fiscal Year: 2022-2023

Transfer From Account # 20-280-4125

Account Name: Trash Disposal

Transfer To Account # 20-300-3315

Account Name: Maintenance: Trucks and Equipment

Transfer Amount \$ \$19,900

Please describe the reason for the transfer (why is the account overbudget).

Required repairs made to Town vehicles

Devin Cowperthwaite

Printed Name: (person requesting transfer)



Signature: (person requesting transfer)

Requires Town Meeting approval per C.G.S. 7-348 Yes _____ No

Date: 6/6/2023
Reviewed by the Board of Selectmen

Date: _____
Approved by Board of Finance

First Selectman

Board of Finance Chairman

TRANSFER REQUEST FORM

Department Name: Grants & Community Development

Fiscal Year: 2022 - 2023

Transfer From Account # 20-481-9350

Account Name: Transfer Agent Fees & Issuance Costs

Transfer To Account # 20-345-8425

Account Name: Other Community Activities

Transfer Amount \$ 2000.00

Please describe the reason for the transfer (why is the account overbudget).

This transfer request responds to increases in rental equipment costs and supplies needed to host SummerFest & Fireworks on June 28, 2023: golf carts for attendee transportation; portlets and hand washing stations; staging and audio; general event supplies. Elevated costs respond to both inflation and added quantities of rental units and supplies needed to accommodate attendee/audience growth.

Amber E. Wakley

Printed Name: (person requesting transfer)

Amber E. Wakley

Signature: (person requesting transfer)

Requires Town Meeting approval per C.G.S. 7-348 Yes _____ No

Date: 6-6-2023
Reviewed by the Board of Selectmen

Date: _____
Approved by Board of Finance

First Selectman

Board of Finance Chairman