

**Board of Finance
Regular Meeting
December 4, 2023 6:30 PM
Veteran's Meeting Room
Warren Memorial Town Hall**

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TOWN CLERK

Prior to the Call to Order, Recording Secretary Erin D. Milnes explained to the Board that since this is the first meeting following the November municipal election, there isn't a Chairman to start the meeting. Steve Geryk moved to seat Tony Pellegrino as the acting Chairman for this meeting. David Walsh seconded the motion, and the Board unanimously agreed.

1. Acting Chair Tony Pellegrino called the meeting to order at 6:30 PM.
2. Present were members Anthony Armelin, Steve Geryk, Blake Hatch, Matt McKenney, and David Walsh. A quorum was established.

Also present were Alternate Member Shelley West, Interim Director of Finance Lynn Nenni, Director of Finance John Lund, Superintendent of Schools Steve Moccio, and WPCA Superintendent Richard Hartenstein.

3. Ms. Milnes informed the Board that there are two errors in the November 6, 2023 minutes. Agenda items #3 and #6 show Mr. Walsh seconding motions, while it should have stated Mr. Geryk seconded the motions. Upon motion of Mr. Geryk and seconded by Mr. McKenney, the Board unanimously accepted the corrected minutes as presented.
4. Acting Chair Pellegrino asked the Board for nominations for Board of Finance Chairman.

Mr. Hatch nominated David Walsh as Chairman, seconded by Mr. Walsh.

Acting Chair Pellegrino asked the Board if there were any further nominations.

Mr. McKenney nominated Steve Geryk as Chairman, seconded by Mr. Pellegrino.

Mr. Walsh and Mr. Geryk both accepted their nominations. Acting Chair Pellegrino asked the nominees to address the Board.

Mr. Geryk spoke of his longevity on the Board as an Alternate appointed in 2015 and becoming a Member in 2020. He stated that he is a registered unaffiliated voter, with no ties to the Democrat or Republican party. He spoke to past Boards that voted along party lines and stated that he won't align with either party, as politics should not play a role in the Board of Finance votes.

Mr. Walsh reviewed his many years of service on various Boards and Commissions for the Town of Stafford, and his experience as a Union Chairman for over four thousand constituents. He stated that while he is a registered Democrat, he will not vote on party lines, he will vote for what he feels is best for the Town.

Mr. Geryk moved to close the nominations, seconded by Mr. McKenney.

Chairman Pellegrino called for a vote for Chairman.

- Mr. Walsh received three votes [Armelin, Hatch, Walsh.]
- Mr. Geryk received three votes [McKenney, Pellegrino, Geryk.]

A tie was declared.

In lieu of the tie, the Board discussed the next steps to come to a resolution nominating a chairman, and will refer to state statues for a resolution. While the research on a tie was being conducted, acting Chairman Pellegrino recommended each nominee continue to address the Board as to their rationale for candidacy.

Mr. Geryk spoke to the Board concerning the annual Town Audit, stating that he will make it a priority to stick to the auditor's recommendations, including the Town and Board of Education working together to meet deadlines. Additionally, he said the Solar/Geothermal project should never have been removed from the budget, and that the significant shortfalls on the project have been hidden from the public for years.

Mr. Walsh also addressed the Solar/Geothermal project. He said he believes the Board needs real answers as to the cause of the shortfalls in performance, specifically the geothermal system at the High School. Mr. Walsh stated again that he will not vote along party lines and discussed the Town and Board of Education using the same financial software.

Mr. Walsh discussed having a co-chairman system. The Board would have to research this issue to see if that is allowed.

Mr. Armelin moved to elect both Mr. Geryk and Mr. Walsh as co-chairs, seconded by Mr. Walsh. The Board again discussed they would need to look in the bylaws. No vote was taken, as this did not seem to be a feasible or permanent solution.

Mr. Armelin raised a point of information, asking why Alternate Shelley West can't vote to break the tie. It was explained that Ms. West isn't seated as a member at this meeting as all regular members are present.

Following further discussion, Acting Chair Pellegrino again called for nominations for Chairman.

Mr. Armelin nominated Mr. McKenney, seconded by Mr. Walsh.

Mr. Hatch nominated Mr. Walsh, there was not a second.

Mr. McKenney nominated Mr. Geryk, seconded by Mr. Pellegrino.

Chairman Pellegrino called for a second vote.

- Mr. McKenney received two votes [Armelin, Walsh.]
- Mr. Geryk received three votes from [McKenney, Pellegrino, Geryk.]

Mr. Hatch did not vote.

Mr. Pellegrino requested that Mr. Geryk chair the remainder of the meeting.

5. WPCA Superintendent Richard Hartenstein was in attendance to discuss the Cyber Security, SCADA (Supervisory Control and Data Acquisition) Upgrade project costs. The total project cost as of February 2023 was \$949,237.00, with approved ARPA funding of 50% of the project of \$487,000.00. At their November 20, 2023 meeting, the WPCA approved a transfer of \$500,000 from their Usable Cash Surplus account to their Capital Equipment Fund.

Upon motion of Mr. Walsh and seconded by Mr. McKenney, the Board unanimously approved the transfer of \$500,000 from the WPCA Usable Cash Surplus (25-02-020-210) to WPCA Capital Equipment (25-340-7242).

Mr. Hartenstein distributed to the Board a list of WPCA funded projects from 2018-2023 (*see attached*)

6. Following past practice, the Board of Finance will continue to meet the first Monday of the month, except for January 1st (New Years Day) to be held on January 8th, and September 2nd (Labor Day) to be held on Monday September 9th. Mr. Geryk discussed scheduling additional meetings during the budget months and setting dates for two budget Public Hearings with a goal to hold the annual budget referendum the week of May 19th.

The Board agreed to add meeting dates of January 24, February 21, March 13, and April 17. The first budget public hearing is scheduled for March 20, and the second budget public hearing to be held on April 24.

7. Prior to adjourning the meeting, Mr. Pellegrino thanked Ms. Nenni for the work she has done for the Town of Stafford as the Interim Director of Finance and wished her well in future endeavors.

Upon motion of Mr. McKenney and seconded by Mr. Pellegrino, the Board voted unanimously to adjourn the meeting at 8:08 PM.

Respectfully submitted,



Erin D. Milnes
Recording Secretary

Attachments

Cyber Security, SCADA (Supervisory Control and Data Acquisition) Upgrade

Cost Change Order

Total Project Cost, Feb 2023		\$ 949,237.00
Arron Assoc.	Supply Hardware, Wiring	\$ 390,000.00
		\$ 8,837.00
CDMSmith	Project Design	\$ 115,400.00
	Computer Programming	\$ 303,000.00
	Construction Engineer	\$ 132,000.00
5/22 ARPA Approved Funding 50% of Project with Max \$487,500.00		\$ (468,833.10)
Project Balance as of 12/4/2023		\$ 480,403.90
Outstanding Invoice 11/15/23		\$ 128,925.76
WPCA Approved Transfer on 11/20 from Usable Cash Surplus		\$ 500,000.00
As of 12/4/23 Total Cash Available		\$ 2,729,354.00
23-24 Budget Balance		\$ 1,297,371.36
SCADA Upgrade Transfer		\$ 500,000.00
Leaving Total WPCA Funds 12/4/23		\$ 931,982.64
Remaining Collections 23/24		\$ 984,904.00
Projected Ending Balance 23/24		\$ 1,916,886.64

Transfer of Sewer Funds for Balance of SCADA Project Upgrade

Mandy Fisher made a motion to transfer the following:

FISCAL YEAR 2023-2024

From	To	Amount
SEWER FUND	SEWER FUND	
25-02-020-201	25-340-7242	\$ 500,000
(Usable Cash Surplus)	(Capital Equipment)	

Dave Walsh seconded the motion. Motion carries with a 3-0-1 vote, with Chairman Paul Burns abstaining.

2018-2023

(4) Filter Rehabilitation	\$	504,700
Sewer Replacement - Curtis Street	\$	37,500
Sewer Replacement - Westford Ave	\$	67,011
Repair Main - Tolland Ave	\$	13,801
Sewer Replacement - Brendan St	\$	39,022
Reconstruction of Parkess St	\$	89,867
Paving portion of Parkesss	\$	16,600
Sewer Repair - Edgewood St	\$	7,464 **
Sewer Repair - Clinton Street	\$	4,875 **
West Stafford Rd Ext through Round	\$	158,000
Sewer Collapse - West Main St	\$	8,531 **
Bond Payment 20 years	\$	99,054
Relining Furnace Ave	\$	141,829
Relining Bellrose and Galotto	\$	36,897
Relining Westford Ave	\$	18,098
Relining Westford, Center, Willington	\$	76,710
SCADA Design	\$	480,000
Manhole Replacement Route 140	\$	103,000

WPCA Paid-Out \$ **1,902,959**