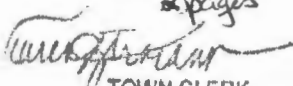


Board of Finance  
Regular Meeting  
March 13, 2024  
Veteran's Meeting Room  
Warren Memorial Town Hall

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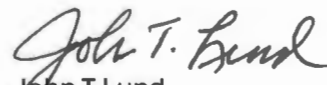
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TOWN CLERK

1. Chairman Steve Geryk called the meeting to order at 6:30 PM.
2. Present were members Anthony Armelin, Blake Hatch, Matt McKenney, and David Walsh. Upon motion of Mr. McKenney and seconded by Mr. Armelin, the Board unanimously approved seating Alternate Robert Proulx for absent member Tony Pellegrino. A quorum was established.  
  
Also present was Alternate Board Members Shelley West, and Corado Ulloa, Director of Finance John Lund, First Selectman Bill Morrison, and Board of Education Chairman Sara Kelley, Superintendent Steve Moccio, and Selectmen Rick Hartenstein.
3. Upon motion of Mr. Walsh and seconded by Mr. Armelin the Board unanimously approved the minutes from the March 4, 2024, meeting.
4. Superintendent Moccio and Chairman Kelley distributed a memorandum for year-to-date results through February 29, 2024, as compared to approved budget. Total revenues collected compared to expenses were detailed and those line items of a particular size were highlighted for the members to report progress and trends. Superintendent Moccio noted in particular those allocations that have been encumbered but not yet expensed. General questions were posed to the Board of Education on the submitted report.
5. Chairman Geryk asked the group in anticipation of the forthcoming presentation of the Selectmen's FY 24-25 budget, if the members had any questions of Superintendent Moccio and Chairman Kelley regarding the Board of Education's FY 24-25 budget presented at the March 3, 2024, meeting. Some members did ask for more clarity on the expenses the School District are responsible for those students who opt for other schooling options outside of Stafford and for more clarification on proposed spending levels on special education needs and requirements.
6. First Selectmen Morrison presented the Selectmen's FY 24-25 proposed budget. He went through each department budget in particular and highlighted, where applicable, increases or decreases, and noting percentages in relation to FY 23-24 approved levels. A detailed worksheet of each department's totals was submitted showing the requested levels and the overall increase requested is 9.14% higher than the approved expenditures for FY 23-24. The board posed questions on how each department request was determined and timelines for preparation. Specific questions were posed regarding police protection, ambulance services, and debt service. Chris Frank was invited to address the Board regarding the Library budget which is included in the overall Selectmen's budget totals. Mr. Frank

addressed each line item and updated the Board on types and costs of services. In light of the proposed budget of both the Board of Education and Selectmen combined, Mr. Lund walked the Board through the totals as it pertains to mill rate for the budgets as currently presented. One mill is \$874,461, the new mill rate would increase by 2.55 mills from 36.76 for FY23-24 to 39.31 for FY 24-25. Mr. Lund also confirmed that the public hearing date on the budget, and location was published on Friday March 8, 2024, to be held at the Stafford Community Center Wednesday March 20, 2024. Chairman Geryk then commented to the Board on possible alternatives to the budget, to consider, as the Board moves forward to the public hearing and considers the proposed budgets as presented.

7. Mr. Hartenstein requested approval to present the FY 24-25 WPCA proposed budget. Upon motion from Mr. McKenney and seconded by Mr. Walsh, the Board unanimously approved amending the agenda to include a presentation from the WPCA. Mr. Hartenstein walked the Board through the WPCA's proposed budget. It addressed an increase in residential fee rates to \$400 per household. The proposal also detailed capital project planning and expenses related to fixed asset improvements. Questions from the Board included understanding commercial versus residential hookups and infrastructure improvements.
8. Mr. Lund informed the Board that the independent auditors, Marcum, will present their required communication at the April 1, 2024 scheduled meeting, including their findings for the FY 2023 Financial Statement audit as well as the Single Audit. Mr. Lund followed up on a request from a Board member answering the length of contract for the Board of Education IT software package, as being one year renewable agreements. Mr. Lund distributed a YTD report through December on the Board of Education self-insurance fund, noting that further and ongoing analysis no less than quarterly will be completed between the BOE and the Town to address and report funding levels and trends. Mr. Lund distributed a YTD expense report through the end of February 2024 on the Town's general fund. He discussed levels and trends noting that no particular expense line item of size or significance did not appear to be running ahead of schedule based on the FY 23-24 approved budget. He noted in particular salaries and benefits expenses, often being the largest portion of any department budget, was trending in line with where they should be over a 12 month fiscal year. A special request for details on the policeman's budget and expenses was also shared.
9. Upon motion of Mr. Armelin and seconded by Mr. Hatch, the Board unanimously approved to adjourn at 9:00PM.

Respectfully Submitted,

  
John T Lund  
Recording Secretary