

Litchfield Board of Finance  
Special Meeting Minutes  
November 19, 2019

Acting Chairman Richard Quay called the meeting to order in the Doyle Road Annex at 5:28p.m. with James Stedronsky, Ed Gadomski, Erich Marriott, Pat Donovan, Jodi Tenney, Daniel Morosani (Alt.), and Matt Blasavage (Alt.) present.

**Election of Chair and Vice-Chair**

As Acting Chairman, Richard Quay asked for nominations of Chairman and Vice Chairman of the Board of Finance.

**Motion:** Erich Marriott nominated James Stedronsky for Chairman of the Board of Finance. Richard Quay seconded the motion.

**Motion:** Ed Gadomski moved that the nominations for Chairman of the Board of Finance be closed. All voted aye that James Stedronsky be Chairman of the Board of Finance and the motion carried.

**Motion:** James Stedronsky nominated Erich Marriott as Vice Chairman of the Board of Finance. Jodi Tenney seconded the motion.

**Motion:** James Stedronsky moved that the nominations for Vice Chairman of the Board of Finance be closed. All voted aye that Erich Marriott be Vice Chairman of the Board of Finance and the motion carried.

**Approval of the September 9, 2019 Regular Meeting Minutes**

**Motion:** Ed Gadomski moved to accept the minutes for the 9-9-19 regular meeting with the correction that Forman School paid \$10,000 in lieu of annual tax. James Stedronsky seconded the motion. All voted aye and the motion carried.

**Approval of School Buildings Solar PPA**

Selectman Jeff Zullo and the BOS requested that this item be postponed to the next BOF meeting on December 9.

**Motion:** Erich Marriott moved to postpone a decision on this issue until the next BOF meeting. Ed Gadomski seconded the motion. All voted aye and the motion carried.

**Finance Director's Monthly Reports**

Amaechi Obi distributed reports entitled Revenue and Expenditure Presentation as of October 2019. He answered questions about tuition fees, encumbrances, fund balance, municipal liability insurance, building and grounds, co-op programs, debt service, state funding, and the legal line item.

**Motion:** Erich Marriott moved to accept the finance director's monthly report. Richard Quay seconded the motion. All voted aye and the motion carried.

Chairman James Stedronsky said once the audit is completed, he will ask David Cappelletti to have a workshop for everyone to review this.

### **Assignment of Members to BOF Sub-Committees**

Chairman Stedronsky said the First Selectman can sit in on BOE meetings and he believes there should be two more Ad Hoc members to attend those meetings. The First Selectman or her designate should also be an Ad Hoc member of the BOF.

**Motion:** Erich Marriott moved to recommend that the First Selectman attend BOE meetings and two more Ad Hoc members should be assigned to attend BOE meetings and, additionally, to recommend that the First Selectman or her designate be an Ad Hoc member of the BOF. Richard Quay seconded the motion. There was discussion. All voted aye and the motion carried.

Chairman Stedronsky will contact the Superintendent.

There was discussion about the current dates and times for BOF meetings, which are held on the second Monday of each month and begin at 5:30p.m.

**Motion:** Erich Marriott moved to hold the BOF meetings with a beginning time of 7:00p.m. Daniel Morosani seconded the motion. All voted aye and the motion carried.

**Motion:** Richard Quay moved to hold future BOF meetings in the First Selectman's office. Ed Gadomski seconded the motion. There was discussion about other venues.

**Motion:** Erich Marriott moved to table this decision until the next meeting. Richard Quay seconded the motion. All voted aye and the motion carried.

Copies of the Budget Schedule for the Board of Finance F/Y 2020-2021 and the regular meeting schedule for calendar year 2020 were distributed and discussed. It was noted that the October meeting was changed from the 12<sup>th</sup> to the 19<sup>th</sup> due to the Columbus Day holiday.

**Motion:** Jodi Tenney moved that the second Monday of each month, with the exception of the month of July, constitute the regular meeting schedule for calendar year 2020. Pat Donovan seconded the motion. All voted aye and the motion carried.

### **New Business**

#### **1. Principal Goals of BOF in coming year**

a. Chairman Stedronsky discussed the possibility of a school merger as a principal goal of the BOF. Other goals by BOF members included investigating the town portion of the budget for more efficiencies, getting involved with Public Works, continuing a presence on the capital committee to oversee capital requests, involvement with town purchasing, long-term planning, especially with education and other departments, and participating in the pension commission.

#### **2. Future Agenda Items**

a. The next BOF meeting will be on December 9, and Chairman Stedronsky requested that every member think of a strong goal to add to this proposed list: A zero percent increase in the BOE budget and the suggestion that the BOS also achieve this, staff review, and efficient deployment of resources such as the need for 4 firehouses.

#### **3. Correspondence:** There was no correspondence.

**4. Payment of Bills:** There were no bills for payment.

Ed Gadomski and Richard Quay left the meeting at 7:00p.m.

**Adjournment**

**Motion:** Jodi Tenney moved to adjourn the meeting at 7:16p.m. Erich Marriott seconded the motion. All voted aye and the motion carried.

Respectfully submitted,

Jo Ann Jaacks  
Recording Secretary