



## TOWN OF SALISBURY CONNECTICUT

### **BOF – Minutes – 10.15.2024**

The Board of Finance Quarterly Meeting of October 15, 2024.

Present: Board of Finance Members: Pari Forood, Chairman; Emily Vail; Richard Cantele; Michael Voldstad; Janet Graaff. Absent: Joseph Woodard  
Salisbury Central School Board of Education (SCS BOE): Sue Bucceri, Board Clerk; Crystal Ohmen, Finance/Administrative Specialist  
Board of Selectmen (BOS): Curtis Rand, First Selectman; Christian Williams, Selectman.  
Joseph Cleaveland, Comptroller; members of the press and public.

The meeting was called to order at 6:02pm.

1. J. Graaff made a motion to **approve the minutes of the March 20, 2024, April 22, 2024 and May 8, 2024 meetings.** R. Cantele seconded, and the minutes were approved unanimously.
2. **To receive the FY 2023-2024 year-end report and FY 2024-2025 1<sup>st</sup> quarter report from the Tax Collector**  
J. Cleaveland reported that the Tax Collector is very happy with collections for the year-end 2023-2024, receiving 100% of the budgeted collectibles. For the 1<sup>st</sup> quarter FY 2024-2025, 44.88% of the collectible taxes have been received. J. Graaff made a motion to receive and accept the FY 2023-2024 year-end report and FY 2024-2025 1<sup>st</sup> quarter report from the Tax Collector. R. Cantele seconded, and the motion was approved unanimously.
3. **To receive the FY 2023-2024 year-end report and FY 2024-2025 1<sup>st</sup> quarter report from the Board of Education and any other updates.**  
S. Bucceri introduced Crystal Ohmen to the Board of Finance members; she has been hired by SCS as Finance/Administrative Specialist. S. Bucceri presented the FY 2023-2024 year-end report. Back in June, the Board of Education received a legislative update from former Superintendent Lisa Carter regarding Public Act 24-45, which impacts the action Boards of Education may take with respect to the treatment of unexpended funds. According to the new legislation for the FY ending June 30, 2024: *A local Board of Education may deposit unexpended funds equaling up to 2% of their total operating budget into a non-lapsing account without the approval from the local Board of Finance. All expenditures from this account must be used for educational purposes and would require full Board of Education approval.* S. Magyar (Principal), D. Valcin (SCS Board Chairman), J. Cleaveland (Comptroller), Melony Brady-Shanley (Superintendent), S. Bucceri and C. Ohmen had two meetings to discuss the establishment and oversight of the new education reserve fund. At the SCS BOE, August 5th Regular Meeting, the BOE unanimously approved the establishment of the education reserve fund. At the September 23<sup>rd</sup>, Regular Meeting the BOE unanimously approved depositing the maximum amount allowed from the budget surplus into the education reserve fund (a total of \$126,805.00). The BOE would like to deposit the remaining budget surplus amount of \$42,467 into the capital reserve account pending the Board of Finance's recommendation. J. Cleaveland mentioned his only concern was the internal control in the flow of this account, not with current employees but possible employees in the future. He suggested that a written policy will be put in place for expenditures from this account and the capital account. These funds will be accounted for by the Treasurer. R. Cantele made a motion to recommend that the BOE deposit the remaining budget surplus in the amount of \$42,467 into the capital reserve account. M. Voldstad seconded, and the motion was approved unanimously. J. Graaff made a

motion to receive and accept the FY 2023-2024 year-end report and FY 2024-2025 1<sup>st</sup> quarter report from the Board of Education. M. Voldstad seconded, and the motion was approved unanimously.

4. **To receive FY 2023-2024 year-end report and FY 2024-2025 1<sup>st</sup> quarter report from the Board of Selectmen and any other updates.**

J. Cleaveland gave a brief summary for the FY 2023-2024 year-end report. On the revenue side: Line 4110 Investment Revenue; interest income was up substantially due to a negotiated interest rate from last FY with NBT, where a majority of our funds are; that interest income will be added to our surplus. The Town has yet to receive a donation from The Hotchkiss School for last fiscal year. Line 7110 New Construction; we received over \$1,010,000 in new construction and renovation fees; last FY we received a little over \$600,000. J. Cleaveland mentioned the Town will have an increase in tuition the next fiscal year, and they have already set aside for that.

J. Cleaveland continued to report on the FY 2024-2025 1<sup>st</sup> quarter; there was nothing substantial to report at this time. There was discussion among the board members about contributions from the private schools. J. Graaff made a motion to receive and accept the FY 2023-2024 year-end report and FY 2024-2025 1<sup>st</sup> quarter report from the Board of Selectmen. R. Cantele seconded, and the motion was approved unanimously.

5. **To discuss and vote on items to continue in force.**

The Town Auditor has requested that line items that have a surplus be transferred to those that show a deficit. Div. (3010) Highway Gen Main (-\$83,362.00) had a surplus which will be transferred to cover the deficits in the following divisions: (1026) Assessor \$17,500.00; (1061) FICA Taxes \$7,741.00; (1080) Mult. Insurances \$9,265.00; (2005) Vol. Pension \$9,000.00; (2020) Litchfield County Dispatch \$244.00; (3070) Tree Care \$14,477.00; (4030) Recycling Coordinator \$2,235.00; (7025) Lake Management \$8,742.00; (7040) Ball Field \$2,693.00; (7060) Town Grove WTR FT \$7,800.00; (8510) Cemeteries \$175.00; (8640) Railroad Station \$3,4100.00.

J. Cleaveland listed the line items to vote on to continue in force, including: (1026) Assessor \$30,000.00, (1041) Legal Fees \$25,000.00, (6097) Housing Commission \$17,000.00.

M. Voldstad made a motion to approve the listed line items transfers and items to continue in force. J. Graaff seconded, and the motion was approved unanimously.

6. The Board of Finance was asked to support the recommendation that the following items go to Town Meeting: The proposed transfer from the Town's Undesignated Surplus of up to (not to exceed) \$200,000 to fund additional remediation costs at the Town's former Transfer Station, funding for funding for Twin Lakes Association for control of invasive species, and the purchase of two sidewalk tractors. R. Cantele made a motion that the Board of Finance supports the recommendation to go to a Town Meeting. J. Graaff seconded, and the motion was approved unanimously.

7. **To discuss meeting dates for 2025 – Tabled**

8. **To discuss Town Report and dedication.** Board of Finance members were asked to make recommendations for the Town Report dedication to the Chairman.

9. **To conduct such other business that is proper to come before the meeting.**

R. Cantele mentioned that the growth of proposed affordable housing units may put stress some of the Town's infrastructure and schools. J. Cleaveland recommended creating a sub-committee to do an analysis.

10. **Adjourn: 7:08pm**