

**TOWN OF DARIEN
BOARD OF FINANCE
REGULAR MEETING
NOVEMBER 17, 2015**

ATTENDANCE: Jon Zagrodzky, Diana Maguire, Frank Huck,
James McLaughlin, Bruce Orr, David Lopiano

ABSENT: James R. Palen

OTHERS: Eileen McGrath, Finance Department; Todd Deklyn,
First Assistant Fire Chief Darien Fire Department; Chief Sean
Murphy, Noroton Heights Fire Department.

CALL TO ORDER.

Mr. Zagrodzky called the meeting to order at 7:30 p.m. A quorum was present.

ELECTION OF OFFICERS

Mr. Zagrodzky announced that the first order of business was the election of officers.

He stated that the floor was open for nominations for Chairman of the Darien Board of Finance.

**** MR. MCLAUGHLIN MOVED TO ELECT MR. ZAGRODZKY AS
CHAIRMAN OF THE DARIEN BOARD OF FINANCE.**

**** MR. LOPIANO SECONDED.**

Mr. Zagrodzky asked if there were any other nominations for Chairman of the Board of Finance. There were none.

**** MR. ORR MOVED TO CLOSE NOMINATIONS FOR CHAIRMAN OF THE
DARIEN BOARD OF FINANCE.**

**** MS. MAGUIRE SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

**** THE MOTION TO ELECT MR. ZAGRODZKY AS CHAIRMAN OF THE
DARIEN BOARD OF FINANCE PASSED UNANIMOUSLY.**

Mr. Zagrodzky stated that the floor was open for nominations for Vice Chairman of the Darien Board of Finance.

**** MR. ORR MOVED TO ELECT MR. HUCK AS VICE CHAIRMAN OF THE DARIEN BOARD OF FINANCE.
** MS. MAGUIRE SECONDED.**

Mr. Zagrodzky asked if there were any other nominations for Vice Chairman of the Board of Finance. There were none.

**** MR. MCLAUGHLIN MOVED TO CLOSE NOMINATIONS FOR VICE CHAIRMAN OF THE DARIEN BOARD OF FINANCE.
** MR. LOPIANO SECONDED.
** THE MOTION PASSED UNANIMOUSLY.**

**** THE MOTION TO ELECT MR. HUCK AS VICE CHAIRMAN OF THE DARIEN BOARD OF FINANCE PASSED UNANIMOUSLY.**

Mr. Zagrodzky stated that the floor was open for nominations for Clerk of the Darien Board of Finance.

**** MR. LOPIANO MOVED TO ELECT MS. MAGUIRE AS CLERK OF THE DARIEN BOARD OF FINANCE.
** MR. ORR SECONDED.**

Mr. Zagrodzky asked if there were any other nominations for Clerk of the Board of Finance. There were none.

**** MR. LOPIANO MOVED TO CLOSE NOMINATIONS FOR CLERK OF THE DARIEN BOARD OF FINANCE.
** MR. HUCK SECONDED.
** THE MOTION PASSED UNANIMOUSLY.**

**** THE MOTION TO ELECT MS. MAGUIRE AS CLERK OF THE DARIEN BOARD OF FINANCE PASSED UNANIMOUSLY.**

CONTINGENCY TRANSFERS

Drill Tower Repair - \$16,122 (RFCNRE)

Mr. Deklyn and Chief Murphy came forward to present their request. Discussion about the details followed.

**** MR. LOPIANO MOVED THE FOLLOWING ITEM:**

RESOLVED:

THAT THE FOLLOWING TRANSFER OF APPROPRIATIONS IS APPROVED:

From:			To:		
Acct. Num.	Acct. Name	Amount	Acct. Num.	Acct. Name	Amount
107040000-86600	Contingency	\$10,000	30333444-916805	Repair Old Drill Tower	\$16,122
30333444-908402	Replace Drill Tower	\$6,122			
	TOTAL	\$16,122		TOTAL	\$16,122

**** MR. HUCK SECONDED.**
****THE MOTION PASSED UNANIMOUSLY.**

TRANSFERS.

This is a request to re-establish funds in an “overtime” account to pay staff working at the flu clinics.

Mr. Zagrodzky explained that the Board has to approve payment related to compensation.

**** MR. LOPIANO MOVED THE FOLLOWING ITEM:**

RESOLVED:

THAT THE FOLLOWING TRANSFER OF APPROPRIATIONS IS APPROVED:

From:			To:		
Acct. Num.	Acct. Name	Amount	Acct. Num.	Acct. Name	Amount
10508011-82006	Professional Services	\$1,000	10508011-81004	Overtime	\$1,000
	TOTAL	\$1,000		TOTAL	\$1,000

**** MR. MCLAUGHLIN SECONDED.**
****THE MOTION PASSED UNANIMOUSLY.**

Mr. Orr requested that this item also be included in the budget for next year.

FINANCIAL REPORT.

Ms. McGrath reviewed the parking revenue report with the Board Members.

Mr. McLaughlin stated that the license plate reader had not been working as expected and this may have had an effect on the revenue. Discussion followed.

Ms. McGrath then presented her Financial Report as included in the information packet. She reviewed some of the items in the report that had drawn her attention with the Board members.

A request for an additional column that would contain information from the previous year to clarify the seasonal costs to be added to the report was made. Ms. McGrath made a note of it. It was also suggested that the Board may want to have an overall department status report. Ms. McGrath made a note of it.

DISCUSSION FIVE YEAR FORECAST.

Mr. Zagrodzky asked when the State of the Town was scheduled. Ms. McGrath said it was scheduled for December 7th. Mr. Zagrodzky then gave a brief overview for the public of the Five Year Forecast and why it is done. A discussion followed about the educational expenditures and enrollment projections.

APPROVAL OF MINUTES.

September 15, 2015

The following corrections were noted:

Page 1, under **ABSENT**, please correct “Diane Maguire” to “Diana Maguire”

Page 1, under **TRANSFER UNDER \$5,000**, paragraph 4, line 3: please change the following text from:

“He then spoke about DPW and said that during the 'shuffle', the Town was able to do some vertical cost analysis for DPW in terms of facilities management. This would be helpful in terms of compiling the data.”

to: “He then referenced the “shuffle” where one presumptive benefit was the separation of the Board of Selectmen, Board of Education, and Department of Public Facilities into stand alone facilities at Town Hall, 37 Leroy and Ledge Road respectively. Separate locations would provide better analysis of these departments’ facilities costs.”

**** MR. MCLAUGHLIN MOVED TO APPROVE THE SEPTEMBER 15, 2015 MINUTES AS CORRECTED.**

**** MR. LOPIANO SECONDED.**

**** THE MOTION TO APPROVE THE SEPTEMBER 15, 2015 MINUTES AS CORRECTED PASSED WITH FOUR IN FAVOR (ZAGRODZKY, HUCK, LOPIANO AND MCLAUGHLIN) AND TWO ABSTENTIONS (ORR AND MAGUIRE).**

October 20, 2015

Page 2, please change all references to “AFSCMF” to “AFSCME”

Page 3, paragraph 1, line 3, please change “in place for a year back.” to “in place for a year.”

Page 3, please change the following from:

APPROVAL OF THE 2016 MEETING CALENDAR.

**** MR. ZAGRODZKY MOVED TO ADOPT THE 2016 MEETING CALENDAR.**

**** MR. HUCK SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

TO:

APPROVAL OF THE 2016 MEETING CALENDAR.

**** MR. ZAGRODZKY MOVED TO ADOPT THE FOLLOWING 2016 MEETING CALENDAR:**

**BOARD OF FINANCE
REGULAR MEETING CALENDAR - 2016**

January 19	Tuesday	6:30	Room 206	Regular monthly meeting
January 19	Tuesday	7:30	TBD	Joint Meeting w B/E
February 9	Tuesday	7:30	Room 206	Regular monthly meeting
March 1	Tuesday	7:30	Room 206	Budget Meeting-receive BOS & BOE budgets
March 8	Tuesday	7:30	Auditorium	Statutory Meeting - to hear all parties with respect to the Budget;
March 15	Tuesday	7:30	Room 206	Regular monthly meeting Budget Work Session
March 22	Tuesday	7:30	Room 206	Budget Work Session
March 29	Tuesday	7:30	Room 206	Budget Work Session

March 31	Thursday	7:30	Room 206	Budget Work Session
April 5	Tuesday	7:30	Room 206	Preliminary vote on budget
April 7	Thursday	7:30	Room 206	Regular monthly meeting Final vote on budget & set the Mill Rate
May 17	Tuesday	7:30	Room 206	Regular monthly meeting
June 21	Tuesday	7:30	Room 206	Regular monthly meeting
July 19	Tuesday	7:30	Room 206	Regular monthly meeting
Aug 30	Tuesday	7:30	Room 206	Regular monthly meeting
Sept 20	Tuesday	7:30	Room 206	Regular monthly meeting
Oct 18	Tuesday	7:30	Room 206	Regular monthly meeting
Nov 15	Tuesday	7:30	Room 206	Statutory meeting, election of officers, monthly meeting
Dec 20	Tuesday	7:30	Room 206	Regular monthly meeting

ALL MEETINGS NOTED ABOVE ARE "REGULAR MEETINGS" .

**** MR. HUCK SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

Page 3, under **CHAIRMAN'S REPORT**: please change the following from:

- Parks and Recreation is working on potential projects for Pear Tree Point and other areas.
- The DAF project is not finished.
- The endowment agreement is still being crafted and will be similar to the Library endowment.
- Because 35 Leroy is being used for educational purposes, the BOE has applied for a grant.
- The BOE has voted to transfer the building but the RTM has raised some

concerns.

TO:

Parks and Recreation is working on potential projects for Pear Tree Point and other areas.

The DAF project is not finished.

The endowment agreement is still being crafted and will be similar to the Library endowment.

Because 35 Leroy is being used for educational purposes, the BOE has applied for a grant.

The BOE has voted to transfer the building but the RTM has raised some concerns.

Page 3, under Chairman's Report, please change the following from:

“Mr. Huck said that the League of Women Voters had asked him to comment”
to: “Mr. Huck said that the League of Women Voters had asked the candidates to comment”

**** MR. ORR MOVED TO APPROVE THE MINUTES OF OCTOBER 20, 2015 AS CORRECTED.**

**** MR. HUCK SECONDED.**

**** THE MOTION PASSED WITH FIVE IN FAVOR (ZAGRODZKY, HUCK, MCLAUGHLIN, ORR AND MAGUIRE) AND ONE ABSTENTION (LOPIANO).**

SPECIAL ASSIGNMENTS/COMMITTEE REPORT.

The following committee assignments were made:

Shared Services: Mr. Huck and Mr. Lopiano.

Pension Board – Mr. Zagrodzky said that he would be happy to continue serving in this position.

Audit Committee – Mr. Huck, Ms. Maguire, and Mr. Orr

CHAIRMAN'S REPORT.

Mr. Zagrodzky said that he was honored to be elected as Chairman.

Mr. Palen was out of town and could not attend this meeting. He will be sworn in on November 20th.

He thanked Ms. Mao for her service and said that the Board was well served by her willingness to work with the other boards. He would like to see this level of collaboration continue.

Mr. Zagrodzky announced that a new Director of Finance would be joining the Town on December 7, 2015. He thanked Ms. McGrath for filling in during the transition.

The next Board of Finance meeting will be on December 15, 2015.

OTHER BUSINESS

There was no additional business to consider at this time.

ADJOURNMENT.

**** MR. LOPIANO MOVED TO ADJOURN.**

**** MR. ORR SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:17 p.m.

Respectfully submitted,

S. L Soltes
Telesco Secretarial Services