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**TOWN OF EAST HAVEN  
BOARD OF FINANCE**

**MINUTES FOR JUNE 23, 2020 7:00 P.M. SPECIAL MEETING**

**TO THE RESIDENTS AND TAXPAYERS OF THE TOWN OF EAST HAVEN  
AND OTHER INTERESTED PARTIES:**

Noreen Clough read the following into the record:

Due to Governor Ned Lamont's March 10, 2020 declaration of a public health emergency and civil preparedness emergency and his subsequently issued Executive Orders 7B and 7D: and, due to the spread of the Coronavirus Disease 2019 in the State of Connecticut including New Haven County, in-person public access to this meeting will not be permitted. **This will be a 100% electronic meeting.**

**The Public can access and participate in this Special Meeting  
from a computer, tablet, or smartphone:**

Join Zoom Meeting

<https://us02web.zoom.us/j/84996180282?pwd=STdhb3orUnR3SytZS0JLV2QvZjM5dz09>

**Meeting ID: 849 9618 0282**

**Password: 677743**

**If you do not have internet access, you can DIAL IN using your phone:**

**+1 646 558 8656 US (New York)**

**Meeting ID: 849 9618 0282**

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The East Haven Board of Finance held a Special Meeting on Tuesday, June 23, 2020, at 7:00 P.M. via ZOOM, in order to transact the following:

**I. Roll Call**

Mayor Joseph Carfora, Richard DePalma, Noreen Clough, Beth Purcell, Ralph Vitalie, Rich Esposito and Al Purzycki were present. Jim Keeley, Finance Director and Attorney Michael Luzzi were also present.

**Ia. Legal**

**Refer to the Town Council**

Noreen Clough made a motion to move X to the front and make it 1a. Beth Purcell seconds. All in favor. Motion carried.

To: 01-113-0668                      Legal/Lawyer Fees    \$ 40,000.00

From:01-885-0689                      Contingency                      \$ 40,000.00

Noreen Clough Made a motion to refer to the Town Council and to discuss. Beth Purcell seconds.

Discussion: Attorney Michael Luzzi stated this is a transfer to payback legal fees from primarily Lynch, Traub, Keefe and Errante. It is addressing a fee that occurred about 70-80% prior to November 1, 2019. This will be the money to put some of those back fees behind us. Attorney Luzzi referenced our (BOF) February meeting which he addressed the need to probably come back for some contingency money to address those back legal fees. This amount should be enough to address all the back fees, most of which are Lynch, Traub, Keefe and Errante and a couple of other labor related fees that were occurred prior to November 1, 2019.

Al Purzycki asked if these were the last of the surprise bills that we will see. Attorney Luzzi stated he believes so. Lynch, Traub, Keefe and Errante were asked a few months ago to outline what was past due. There was a delay because of Covid 19. Attorney Luzzi stated we are continuing to litigate some matters that predated us so there will be costs associated with that.

The \$25,000.00 that is on the Agenda we already acted on (item VIII) per Attorney Luzzi.

Roll call, all in favor, motion carried.

**II. Read and Approve Special Meeting Minutes from April 29, 2020.**

Noreen Clough made a motion to accept the Special Meeting Minutes from April 29, 2020. Beth Purcell seconds. All in favor.

**III. Public Comment**

None

**IV. Police Services:**

**Refer to the Town Council**

Noreen Clough made a motion to wave the reading of the account numbers, Ralph Vitale seconds. All in favor

To:	94-3-100-01	Legal Fees:	\$ 11,650.77
	94-3-700-4	Police & Emergency Vehicles	<u>\$ 332,497.24</u>
			\$344,148.01
From:	94-3-200-001	O'Toole Associates	\$ 11,650.77
	94-3-200-01	Community Surveys	5,249.71
	94-3-300-001	Tech Expert & Consulting Fees	475.00
	94-3-400-01	Legal Training	988.90
	94-3-400-02	Misc. Training & Travel Costs	137.36
	94-3-400-04	Firearms Ammunition	544.11
	94-3-400-06	Misc. Equip	282.15
	94-3-500-02	Power DMS	142.65
	94-3-500-05	Printing Costs	545.74
	94-3-600-01	Personnel Costs	1,000.12
	94-3-600-02	Benefit Costs	10,329.75
	94-3-700-01	Cost of Insurance	82,301.75
	94-3-700-02	Interest on Borrowings	125,000.00
	94-3-700-03	Contingency	<u>5,500.00</u>
			\$344,148.01

Noreen made a motion to discuss and refer to the Town Council, Beth Purcell seconds. Discussion: Jim Keeley stated the police department is looking at leasing police vehicles. Jim stated the Chief presented two numbers from a municipal leasing credit corporation one for a 3-year lease for \$138,000.00 per year, one at 4-year lease at a \$105,00.00 per year. Jim Keeley stated they did not put police vehicles in the regular budget this year. Jim further stated that they are trying to avoid putting it in the capital improvement budget, so this would allow us to start the leasing program going forward. There is more to be done as far as getting all the costs, but we need the transfer to start the process or else we must put getting new cars for this year onto this year's capital improvements. This is using old authorized money to start the leasing process and this money should cover us for the first 2 years of leasing. Beth Purcell asked how many vehicles we are talking about and is this coming out of the operational budget or their bonding. Jim stated that once we start the lease program we would like to get out of their regular budget. Jim stated the funds we just asked for 20/21 does not include police vehicles in their regular budget because we didn't want to put an extra burden on the tax payers because we went up on the mill rate. The money has already been authorized and the thinking is re-classified and put a down payment on lease program so this year would not be in the capital improvement program. Rich DePalma asked Jim Keeley if these were all previously pre-approved bonding. Jim stated this bonding goes back to 2013. Beth Purcell asked how many vehicles and Jim said the quote he has is 6 to 8 police vehicles. So far it is just one quote and the whole 344k is not for that one lease it is to basically start the program up and keep it going; it stays in the general operating budget. Rich DePalma asked if this is over a several year period. Jim will confirm with police chief. Jim's understanding is that they were going to try to get 6 or 8 new ones and some of the

older vehicles we have are still serviceable and keep them as backups. Al Purzycki asked if the moneys we are taking from are moneys we don't need. Jim stated that when they originally went through the DOJ investigation, they wanted to be certain to have more than enough funds. You don't know until you go through the process. Al asked if we are going to have a problem with recertification of police officers more frequently in the future. Rich DePalma answered and stated that what we went through with the DOJ puts us ahead of many departments in this state so the training that our officers received through the DOJ training is a step above many towns. Noreen backed that up stating she believes they did put some of that in the budget for certification and knows when we bonded this money for the DOJ we bonded more than we thought we might need because we were not sure how we would come out of it. Al sees change and wants to be sure we are going to be covered with the changes that have occurred in the last month or so. Rich DePalma stated that if the Governor institutes change above and beyond what we budgeted for that is something we will have to address in the future. Rich DePalma asked Jim Keeley if a car is totaled or damaged is this something we must pay up front. Jim stated we are self-insured so regardless of whether we own the vehicles or lease the vehicles we are in the same boat for property damage. This is in the preliminary stage and there would be buyouts at the end of the lease for a \$1.00 for a capital lease. The thought is trying to trade them in and put toward the next lease. Ralph Vitale stated a capital lease is basically your buying the car because it has a bargain purchase so instead of financing it the lease is a finance payment so at the end of the lease you give the dollar and it is your car.  
 Roll call, all in favor, motion carried.

**V. Finance:**

To.	01-167-0904	Other Contractual	\$16,200.00
From:	01-881-0970	Fire/Property & Misc. Ins.	\$16,200.00

Noreen Clough made a motion to discuss. Beth Purcell seconds.

Discussion; Jim Keeley stated this was an increase of life insurance. Last year they increased the life insurance and it went up quite a bit after the budget was passed. We ran short on funds. We asked for increase for the new budget, so we don't run into this problem. We have also hired another company to be our broker with the hopes to talk to the insurance company to get better rates.

Roll call, all in favor, motion carried.

**VI Education:  
 Refer to the Town Council**

To:	97-4-13	Façade Repair Momauguin	\$26,603.00
From:	97-4-02	Air Conditioners	\$ 3,644.98
	97-4-06	Fume Hoods	6,727.40

97-4-07	ADA Compliance	12,681.62
97-4-08	Mixing Valve	15.00
97-4-11	AC upgrade	209.00
97-4-12	Blinds	<u>3,325.00</u>
		\$ 26,603.00

Noreen made a motion to refer to Town Council and discuss. Beth Purcell seconds.

Discussion. Noreen asked if we know what is going on down Momauguin. Vinny Consiglio is here to discuss. Vinny stated we have structural damage pulling away from the building. It is the original entrance of the old school. Vinny brought Jim Bassett for his input as well as the fire department, Mark Nimmons and Gio Capasso and we want to restore it as part of the original building and we don't want to knock it out. It costs more to try the blend the building into the missing cabinet. To restore it we are asking for more money. We have some façade money, but this is the difference that we are short. It is over \$50,000.00 to restore it. We have \$25,000.00 and need the rest. Rich DePalma asked if it would be done before the start of school Vinny Consiglio answered yes.

Roll call, all in favor, motion carried.

## **VII Public Works**

### **Refer to the Town Council**

To: 01-224-0570 Bldg. & Ground Maint. \$ 25,000.00

From: 01-224-0110 Wages \$ 25,000.00

Noreen Clough made a motion to refer to Town Council and discuss, Beth Purcell seconds.

Discussion: Charlie Coyle stated this is to cover up some of the outstanding bills for building maintenance and grounds from some of the things that have been neglected over the years. This will get us up to the new budget. This is all for town buildings not BOE buildings. Rich DePalma asked if this was for the library?? No per Charlie, it is not for any structural work for the library.

Roll call, all in favor, motion carried.

## **VIII Legal**

### **Refer to the Town Council**

To: 01-113-0694 Other Contractual \$ 25,000.00

From: 01-885-0689 Contingency \$ 25,000.00

Rich DePalma made a motion to remove item VIII. Noreen Clough seconds. Roll call, all in

favor motion carried.

**IX. Tax Department  
Refer to the Town Council**

To: 01-106-0668 Legal Fees \$ 4,400.00

From: 01-885-0689 Contingency Acct. \$ 4,400.00

Per Jim Keeley this item needs to be referred to the Town Council because it is coming out of the contingency account.

Noreen Clough made a motion to refer to Town Council and discuss, Beth Purcell seconds.

Jim Keeley spoke on behalf of Lucille Huelin. This is for foreclosed property on Seaview Avenue. Taxes have not been paid for over 10 years. The property now belongs to the town, so these are the legal fees that we owed the Attorney for doing that foreclosure. This is vacant land. Noreen stated there is a bill there from 2014 from a State Marshall and wanted to know if this was correct. Jim was not positive on that.

Roll call, all in favor, motion carried.

**X. Adjournment**

Noreen Clough made a motion to adjourn at 7:40. All seconds. All in favor.

**Board of Finance Clerk  
Susan Mauro  
June 30, 2020**