

RECEIVED FOR FILING  
East Haven  
DATE 06/01/2021 TIME 8:35 A.M.  
TOWN CLERK'S OFFICE  
EAST HAVEN, CONN  
*Stacy Gracino, CTC*  
TOWN CLERK

## **TOWN OF EAST HAVEN BOARD OF FINANCE**

### **MINUTES FOR REGULAR BOF MEETING ON WEDNESDAY MAY 19, 2021, 7:00 P.M.**

*Noreen Clough read into the record:*

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

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.**

#### **Join Zoom Meeting**

<https://us02web.zoom.us/j/84046078174?pwd=SjRNbDZ3NmMwQ1pyeXlxYjNXQW50UT09>

**Meeting ID: 840 4607 8174**

**Passcode: 123456**

**If you do not have internet access, you can DIAL IN using your phone:  
+ 1 646 558 8656**

**Meeting ID: 840 4607 8174**

# MINUTES

The East Haven Board of Finance held a **Regular Meeting on Wednesday May 19, 2021, to commence at 7:00 P.M. via ZOOM**, in order to transact the following:

**I. Roll Call**

Mayor Carfora, Rich DePalma, Noreen Clough, Beth Purcell, Rich Esposito and Al Purzycki were present. Ralph Vitale was absent. Jim Keeley, Finance Director was also present.

**II. Read and Approve Regular Meeting Minutes from April 21, 2021.**

Rich DePalma made a motion to approve Regular Meeting Minutes from April 21, 2021. Beth Purcell seconds

*All in favor, motion carried.*

**III. Old Business**

None

**IV. New Business**

Noreen Clough stated that she knows in some of the departments there's overages we have not seen on transfers and wanted to know if we are going to address this next month. Jim Keeley stated we are waiting for some of the grant money to finish coming in and was waiting to see what was submitted and what the dates were, we were going to get the money back from. Depending on what dates we get reimbursed for, depending on what year we can take the expenditures from it. Rich DePalma asked if this was state money or federal money. Jim Keeley stated the one that just came in was federal money and it was close to \$42,000.00. I know there were some requests out there from the public and I'm working on a spreadsheet to itemize it all. Beth Purcell asked if Jim could send a copy of that itemization to the board. Jim said sure he hopes to have a completed no later than the town Council meeting which is on the first.

**V. Public Comment**

Lorena Venegas spoke. She is trying to do her due diligence as a resident to make sure we have DC Moore and the status of the purchasing sales contract as part of the agenda at this Board because it was initiated in August of 2020 and although I've sent some freedom of information requests I haven't received back the information that we need. She wants to make sure we keep it alive here since you started this in August, and it's been over nine months. It's sort of strange that not to get any communication back from local government. Also, I want to make sure that the approved budget is posted to the town website. I've also done a freedom of information request Covid itemization by department and that wasn't received either. Another resident Donna Ricoh said the same thing at the Town Council meeting, and everyone said let's give you the numbers. Lorena stated that she does not understand the different treatment of a taxpayers when I request something via freedom of information it is not getting done. I am very concerned about the oversight in the finance department because I understand that Munis has not been

purchased and it was supposed to be as part of this current budget and although there could be internet delays the time is really now to do it because we have too many outstanding unknowns and uncertainties especially with the fund balances. I just found out less than two weeks ago that some of the Locip money that was supposed to be for the community garden is no longer available and to me is very concerning because that was already stipulated to be set aside between Mayor Carfora and State Rep Zullo. But due to Covid there was no follow through. That money has now been spent. Where was it spent how was it spent? I have no clue, and somebody has to figure that out. I appreciate all of your experience and all of your years on here but I really do think we need some real oversight on our finance department because we have too many open holes and we have a town website that doesn't support the knowledge that we need. We need to see the approved budget itemized. We need to know what happened to those covid monies.

Jim Keeley spoke and stated she must have missed the beginning of the meeting where I am working on the Covid related expenditures. As far as Locip, the process for Locip is where we can't ask for it until it is approved for by Town Council so there has been no money spent for Locip money that we had this year. Because we can't ask for it until capital projects goes through the Town Council which I hope to have next month. The budget I plan to get online as soon as it's ready. One of the things we normally put in the regular budget is the capital budget which we just discussed which is the hold up for the budget going online. Hopefully that answers all your questions.

#### **VI. Police Services**

To:	01-332-0350 Prof. Devel. Training	\$17,200.00
	01-332-0350 Prof. Devel. Training	<u>\$ 6,938.00</u>
		\$24,138.00
From:	01-332-0110 Regular Salaries	\$17,200.00
	01-332-0330 Business/Travel	<u>\$ 6,938.00</u>
		\$24,138.00

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

Noreen congratulated the Chief on all his promotions. Noreen asked about the staffing. Chief Lennon stated that currently on paper we are full staff, however I am operating at 10 below. I have 7 recruits at various stages of the police academy 4 in one academy and 2 in another and 1 recruit on field training. I did get one long term injury back within last month. I am operating with 3 long term injuries also. A big part of this request is that after the budget was passed last year the tuition for the CT Police Academy increased from \$2,000.00 to \$3,800.00 per recruit coupled with certain requirements for the police accountability act that were also passed after July of last year that had time line requirements. Also, we did not do a lot of training from when the pandemic began until the fall of this year to avoid exposure, so we had a lot of training for calendar year 2020. Some of our requirements don't operate of fiscal years, rather calendar years. The biggest reason for this request is for the increased tuition fee and we put 9 recruits through the police academy or still currently in the police academy, which gobbled up \$34,000.00 of my \$45,000.00 training budget which does not take into account training the remainder of the 54 employees that have to do other training.

Rich DePalma asked with the overtime if the Chief would be able to cover it with the regular salaries. Chief stated that due to the fact that a lot of hires were not made to mid-year I have money left

over in unused salaries barring a major crisis

Roll call, all in favor, motion carried.

**VII. Civil Service**

To: 01-115-0610 Advertising \$ 5,000.00

From: 01-115-0115 Wages \$ 5,000.00

Noreen Clough made a motion to Amend and to discuss. Beth Purcell Seconds.

Discussion: Andrea Liquori stated that this is for last minute testing that is going on for police officers. Our list has expired, or they hired everyone they could off the old list. Public Safety dispatch, same thing nobody left on list and at the last minute I got a request to do the Tax Assessor. To get those things going, I need this transfer. Noreen asked Jim Keeley the money is coming out of the wages, and isn't that Andrea's salary? Jim Keeley stated that Andrea does not work all the hours allocated to her so there are funds available.

Roll call, all in favor, motion carried.

**VIII. Town Clerk**

To: 01-109-0615 Printing \$1,700.00

From: 01-109-0657 Data Proc. \$1,700.00

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

Stacy Gravino stated this transfer is needed to purchase archival paper and binders for our land records. We have special paper and binders for our land records. This account was eaten up by the 2020 Election ,so I need to transfer the funds. This gets us 10 reems of paper and 10 binders.

Al asked if this was low acid paper so, it is not an issue with deteriorating over time. And isn't this available electronically as well? Stacy stated yes but per state statute we must have a paper copy in our vaults. Stacy further stated she doubts we would ever go paperless even with E recordings as we still must print it out in books.

Rich DePalma asked what the earliest recording we have. Stacy stated 1700 or 1800. That is hand-written. Rich DePalma asked how the activity was in our office. Stacy responded very busy and we have not stopped at all.

Roll call, all in favor, motion carried.

**IX. Suspense List Fiscal Year 2020-2021: Refer to the Town Council**

**Total Amount being put into the Suspense Tax Book is \$55,697.31. The following list are the accounts going into suspense:**

2018-02	Personal Property	Closed/Unable to locate	\$35,771.54
2018-03	Motor Vehicle	Deceased	\$ 422.19
2018-03	Motor Vehicle	Unable to locate	\$13,872.30
2018-04	Motor Vehicle-Sup	Unable to locate	<u>\$ 5,631.28</u>
			<b>\$55,697.31</b>

Noreen Clough made a motion to discuss and refer to the Town Council. Beth Purcell Seconds.

Anna stated that the 02 stands for business, the 03 are motor vehicles and the 04 are supplemental motor vehicle bills. We send out the bills, they come back as undeliverable, especially the motor vehicles. The deceased we can't do anything, the unable to locate the motor vehicle, we have 2 software programs we use. One is DMV and now Lexis Nexis. We can't locate these people. They get placed in the suspense. They are still collectible for 15 years, but I have to put minimum one account in suspense. I feel that I can place anyone that has a motor vehicle that is deceased, a business that has relocated out of East Haven, I will never get them to pay us. The MV bills that don't update their addresses, we have done our due diligence and we can't locate them.

Rich DePalma asked if they don't pay, they can't register a vehicle, Anna stated that every MV is reported as delinquent right after the delinquent date has passed. Beth asked if these go to collections Anna stated yes, they do go to collections. As soon as the June bills go out and the July installments become delinquent, the July installments will get demand notices and the suspense notices will go to either a Marshal or a collection agency.

Roll call, all in favor.

#### **IX a.**

Noreen Clough made a motion to add IX a. Animal Control. Beth Purcell seconds. All in favor.

To:	01-331-0458 Safety Equipment	\$4,000.00
From:	01-331-0201 Electricity	\$1,800.00
	01-331-0350 Professional Devel.	\$ 800.00
	01-331-0568 Food and Supplies	\$ 400.00
	01-331-0570 Building and Grounds	\$ 800.00
	01-331-0686 Environ. Disposal	<u>\$ 700.00</u>
		<b>\$4,000.00</b>

The transfer is needed for two radios for the Animal Control Vehicles. The radio systems were changed at the police department which caused our department radios to become inoperable.

Rich DePalma made a motion for discussion, Beth Purcell seconds.

Owen Little stated that the police department updated from analog to digital which our equipment became obsolete. We are looking to upgrade the 2 vehicles we have now. We plan on keeping the older vehicle as a back up vehicle and it added a little more expense

and we appreciate the fact that we are getting a new vehicle so that will have to have a new radio. Some money has been transferred from other areas so the rest of it would come out of this transfer to get the radio up and working.

Al asked who the manufacturer of the radio equipment? Motorola per Owen.

Owen stated we are not going to reinvent the wheel; we are following along with what Police and Fire have done. We are only getting what we need to get by to call dispatch.

Al asked if included fire as well. Owen stated only Police, which has worked for us.

Roll call, all in favor, motion carried.

## **X. Adjournment**

Noreen Clough made a motion to adjourn at 7:30. Beth Purcell Seconds.

**Susan Mauro, Board of Finance Clerk**

