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EAST HAVEN

BOARD OF FINANCE

SPECIAL MEETING

MARCH 19, 2020

Michael Luzzi, Town Attorney, read the following prior to roll call:

As indicated in the Notice and Agenda for this meeting, there is no in-person public access and no public comment. A dial-in conference call number was provided for interested persons to listen only. For those listening, I would ask that you mute your phones if you are able so that we do not get any background noise. I have one very important remainder, every time someone speaks, you must state your name and title for the record. We must be careful not to speak over one another so that members of the public who are listening can hear what is being said and we have a clear record. I will now turn this meeting over to the Chairman of the Board of Finance Mayor Joe Carfora who will ask the Clerk to call the roll. For those participating via phone, please indicate so.

Mayor Joseph Carfora 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 subsequently issued Executive Orders, and Mayor Joseph A. Carfora's March 16, 2020 declaration of a state of emergency in the Town of East Haven due to the spread of Coronavirus Disease 2019 in the State of Connecticut including New Haven County, in-person public access to this meeting will not be permitted. The public can listen to the meeting by calling the following telephone number from a landline or cellular telephone:

(605) 562-0400 and entering the following Access Code: 7612817.

A video recording of the meeting will be made available following the meeting through the Town of East Haven's website at <https://www.townofeasthavenct.org/>

No Public comment will be permitted.

The East Haven Board of Finance held a Special Meeting on Thursday, March 19, 2020 at 7:00 PM at the East Haven High School Library at 35 Wheelbarrow Lane.

I. **Roll Call:**

Chairman Joseph Carfora, Vice Chairman Rich DePalma, Noreen Clough, Beth Purcell, Rich Esposito, and Al Purzycki were present. Ralph Vitale was absent. Also present were Interim Financial Director Jim Keeley, Emergency Management Director Chief Matt Marcarelli, Attorney Michael Luzzi and Police Chief Ed Lennon.

II. **New Business:**

A. To consider and vote upon, pursuant to Section 6 "Emergency appropriations" of Chapter VII of the Town Charter, whether to recommend that the Town Council approve an emergency appropriation, the total amount of which, per said Charter provision, shall not exceed one (1) percent of the current tax levy in any one (1) fiscal year, to mitigate the effects of the public health emergency posed by the spread of Coronavirus Disease 2019 (COVID-19).

Discussion: Jim Keeley stated for clarification as for the current tax levy, it is tax imposed on property owners based on the value of the property and the municipal government needs. Basically, it is the tax assessment multiplied by the mill rate. Currently our tax levy is \$63,422,192.00 which will authorize \$634,222.00 to be used for emergency appropriations. Jim further states that even though these are emergency appropriations, they will run through the regular procedures where it will go through the finance department, through Jim Keeley and purchasing, and reviewed to be sure the appropriations are deemed necessary.

Chief Marcarelli stated he has been preparing over the past several weeks, ahead of many of the other communities around, to source equipment to be prepared for this event that is probably in our town already and could very easily overwhelm emergency services. Chief Marcarelli stated he and Police Chief Lennon have very serious concerns as it concerns continuity of operations and they require emergency funds to be able to handle this emergency and prepare for it. They are seeking an amount not to exceed \$150,000.00 for their initial disbursement. They are anticipating, based on information received on a daily basis, actually hour by hour, that they could very easily exceed that amount. They are not receiving a great deal of assistance from the state and have not seen assistance yet from the federal government. They are trying to source equipment to prepare and respond to calls, make adjustments to daily operations, curtail shifts, expand working hours and many other things to make sure they are prepared to respond to what

they believe will be a prolonged event. Chief Marcarelli does expect to go over that amount and may be back a few times.

Chief Ed Lennon stated that in response to our emergency response plans we have a joint emergency response plan through the Emergency Management Director, Fire Chief Marcarelli. Chief Lennon stated they are adjusting their responses also and are dealing with all of the purchasing of protective equipment. Chief Lennon agrees with Chief Marcarelli that they have not received a lot of state or national assistance when it comes to their needs for responding.

Noreen Clough asked if there would be any reimbursement to us for putting out these funds. Chief Marcarelli stated that the presidential declaration of state and national emergency under the Stafford Act, we are eligible for 75% reimbursement on eligible items. He further stated that he thinks a large portion of what we will be spending will be reimbursed by the federal government. That will be slow in coming. This is going to be a large scale, long term event. We won't see the money for a long time. Chief Marcarelli has already instructed all department heads to make sure they keep accurate records. Chief Marcarelli provided them the federal paperwork to be sure those records are maintained and kept.

Vice Chairman Rich DePalma asked Chief Marcarelli and Chief Lennon if all their units are equipped with PPE (personal protective equipment) at this present time. Chief Marcarelli responded and said he is predicting that we can see as many as 2500 patients in town. Our normal census is about 6000 calls per year. That would be in addition to what we normally see. Depending on the volume we get, we may have enough to last about 2 weeks to a month.

Beth Purcell asked where the \$150,000.00 is coming from. Jim Keeley stated it would come from the contingency fund, there is a little over \$400,000.00 in that fund. Noreen Clough asked Jim Keeley if it would be from a specific line item. Jim Keeley stated they have set up a specific line item that had been given out to the departments. It has not been used but we did set it up so that once we get approval, they can start using the appropriations.

Vice Chair Rich DePalma made a motion to appropriate \$150,000.00 from the contingency account to our Emergency Declaration and refer it to the Town Council. Noreen Clough seconds the motion. Roll call. All in favor. Motion carried.

III. Adjournment.

Noreen Clough made a motion to adjourn at 7:15 P.M. Rich DePalma seconds. Roll call. All in favor. Motion carried.

Board of Finance Clerk
Susan Mauro
3/24/2020