

*Minutes for the*

## **Board of Finance Regular Meeting**

September 19, 2023

Darien Town Hall - Room 206 at 7:30 PM

**ATTENDANCE:** James Palen, Chairman; Dan Bumgardner; Robert Cardone; Taylor Carter; Paul Hendrickson; John Wolcott

**ABSENT:** David Martin

**OTHERS:** Jennifer Charneski, Director of Finance; Pamela Gery; Director of Parks & Recreation

### **CALL TO ORDER**

Chairman Palen called the meeting to order at 7:35 p.m. A quorum was present.

### **PUBLIC COMMENT\***

There was no public comment.

### **TRANSFERS**

**Motion:** To adjust agenda and move up items 3 and 4.

Motion made by Mr. Cardone, Seconded by Mr. Wolcott.

Voting Yea: Chairman Palen, Mr. Bumgardner, Mr. Hendrickson, Mr. Cardone, Ms. Carter, Mr. Wolcott

1. Discuss and Take Action on a Request for a Transfer of \$11,906 to Parks & Recreation Capital for the Toro Mower

Ms. Gery presented the item.

**Motion:** To approve a transfer of \$11,906 to from McGuane patio and foundation project to the Toro 4500D large mower account.

Motion made by Ms. Carter, Seconded by Mr. Hendrickson.

Voting Yea: Chairman Palen, Mr. Bumgardner, Mr. Hendrickson, Mr. Cardone, Ms. Carter, Mr. Wolcott

2. Discuss and Take Action on a Request for a Transfer of \$8,000 to Parks & Recreation Pear Tree Construction Bid

Ms. Gery presented the item.

**Motion:** To approve a transfer of \$8,000 from the BOF Capital Reserve to the Pear Tree Construction Bid project to be used for a cost estimate.

Motion made by Mr. Bumgardner, Seconded by Mr. Hendrickson.

Voting Yea: Chairman Palen, Mr. Bumgardner, Mr. Hendrickson, Mr. Cardone, Ms. Carter, Mr. Wolcott

3. Discuss and Take Action on FY2023 Year-End Transfers
  1. Probate Court - Printing \$1,586
  2. P&Z - Full Time Salary \$7,509
  3. P&Z - Overtime \$5,684
  4. Monuments & Ceremonies - Cemetery Maintenance \$3,775
  5. EMS - Paramedic Services \$29,902
  6. Youth Services - Seasonal & Temp \$4,990
  7. Employee Benefits - Accrued Leave \$125,524
  8. Employee Benefits - Defined Contribution Plan \$7,347
  9. DFD - Facility Repair \$7,463
  10. DFD - Motorized Equipment Repair \$7,145
  11. DPW - Electricity \$26,927
  12. DPW - Heating Fuel \$13,224
  13. DPW - Motorized Equipment Repair \$9,033
  14. DPW - Solid Waste Disposal \$45,431

Ms. Charneski presented the item.

**Motion:** To approve all of the FY2023 transfers as laid out on the agenda.

Motion made by Mr. Cardone, Seconded by Mr. Wolcott.

Voting Yea: Chairman Palen, Mr. Bumgardner, Mr. Hendrickson, Mr. Cardone, Ms. Carter, Mr. Wolcott

4. Review of FY2023 Administrative Transfers

Ms. Charneski presented the item.

5. Discuss and Take Action to Request Transfer within ARPA Fund for Various Projects

Ms. Charneski presented the item.

**Motion:** To approve a transfer of \$30,000 from the ARPA Contingency budget into the Highland Farm landscaping budget.

Motion made by Mr. Cardone, Seconded by Mr. Wolcott.

Voting Yea: Chairman Palen, Mr. Bumgardner, Mr. Hendrickson, Mr. Cardone, Ms. Carter, Mr. Wolcott

## **FINANCIAL REPORT**

6. Financial Report through August 31, 2023

Ms. Charneski presented a summary of FY2024 activity through August.

## **APPROVAL OF MINUTES**

7. Review and Approve Minutes of the August 15, 2023 Regular Meeting

**Motion:** To approve the minutes of the August 15, 2023 Regular Meeting.

## **SPECIAL ASSIGNMENTS / COMMITTEE REPORTS**

Mr. Cardone presented an update on the annual audit.

Mr. Wolcott presented an update on union negotiations.

Chairman Palen presented an update on the Hindley, Holmes and Royle school renovation projects , as well as an update on the BOE Administrators union negotiations.

Mr. Bumgardner presented an update on the Ox Ridge school renovation project.

Mr. Hendrickson mentioned a presentation by Aquarion to the Board of Selectmen on September 6, 2023.

## **CHAIRMAN'S REPORT**

Chairman Palen highlighted the christening of the Noroton Fire department marine unit.

## **NEW BUSINESS**

There was no new business.

## **ADJOURNMENT**

**Motion** to adjourn at 8:31 p.m.

Motion made by Mr. Cardone, Seconded by Mr. Bumgardner.

Voting Yea: Chairman Palen, Mr. Bumgardner, Mr. Hendrickson, Mr. Cardone, Ms. Carter, Mr. Wolcott