

Board of Finance  
Budget Hearing

Monday, March 6, 2023  
Waterford Town Hall

Present: Chairman Glenn Patterson, Ronald R. Fedor, John Sheehan, Kevin Petchark,  
Robert Tuneski, David Peabody, Joe Filippetti

Elected: Robert J. Brule, First Selectman

Staff: Dani Gorman, Human Services Administrator; Heidi McSwain, Human Services  
Coordinator; Linda Geer, Receptionist; Terry Wheeler; Assistant Director Senior  
Services; Donna Payne, Senior Services Assistant; Meaghan Lineburgh, Senior  
Services Technician; Ryan McNamara, Director Recreation & Parks; Tim Cieplik,  
Program Coordinator; Kimberly Allen, Finance Director; Shea Moses, Secretary.

1. Establishment of a quorum and call to order:  
A quorum was established and a call to order was established at 7:00 pm,  
March 6, 2023.
2. Public comment: There was a public comment from Mr. Andy Staunton who  
resides at 17 Milton Road, Quaker Hill, wanted to public announce is gratitude to  
Youth and Family Services and Senior Services for the wonderful things that they  
do for the community. He also commented that he is a clinician that works with  
the departments and in the last few years there has been an increased demand  
clinically in the Youth and Family Services department, himself, another clinician  
and Graduate Interns are helping and servicing about 20-23 kids per week. He  
continues to support such great work within the 2 departments.

An opening statement regarding the budget process was made by Glenn  
Patterson, Chairman.

3. **Standing Motion:** was made by Ronald Fedor and seconded by Joseph Filippetti  
to tentatively approve the budget requests for FY23/24 for the remainder of the  
budget meetings.

Vote: 7-0-0

Motion: Passed

4. **Ethics Commission Budget:**

John Sheehan raised a question on if there were any outstanding investigations.  
Laurie Wolfley member of the Commission was there to provide the answer of  
no outstanding investigations. There was also a question from Robert Tuneski  
regarding money that was returned that year. These funds are used for any new  
issues which did not happen to arise and therefore were returned at the end of  
the budget year.

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WATERFORD, CT  
2023 MAR 16 AM 11:01  
ATTEST: *[Signature]*  
TOWN CLERK

**Motion** by Ronald Fedor and seconded by Joseph Filippetti to approve the budget requests for FY23/24 in the total amount of **\$900**.

**Vote: 7-0-0**

**Motion: Passed**

**5. Conservation of Health Budget:**

There was a discussion regarding the changes of Covid-19 and how the Conservation of Health was able to succeed and or provide resources to the community. Jennifer Muggeo, Deputy Director of Ledge Light Health District explained that effect January 1<sup>st</sup> the State has changed the direction of testing, treatments were provided however, the providers were located out of the area. In regards to testing they were able to push out rapid home test kits and get a large supply at no expense. John Sheehan commented that there was no numerical data for the serving of Waterford Residents and he also requested that the Board of Finance receive a copy of the FY22 Audit. The conservation does numerous vaccination clinics and human services programs within the community. In regards to emergency situations and how they are funded Jennifer explained that grant funding is given to the district and there state funding as well. However, there are also helped by the Robust Medical Reserve Corps that has numerous staff, volunteers, and certified nurses that manage the reserve. They also receive grants from City Council Health Officials.

Comments were made on the Square fees, Jennifer explained that it is still a lower cost because it reduces check fees now that they offer credit card services.

**Motion** by Ronald Fedor and seconded by Joseph Filippetti to approve the budget requests for FY23/24 in the total amount of **\$148,407**.

**Vote: 7-0-0**

**Motion: Passed**

**6. Public Health & Nursing Budget:**

Karen DeSantis briefly explained and commented on the blood pressure clinics and the home health care that they provide serving 515 people in Waterford and 89 visits regarding the home health care services. They would like to increase their services providing a foot care clinic they would provide 4 hours of care every 2 months. There is a Podiatrists that comes to the Waterford Community Center so that plan is to have the foot care clinics run at the same time of the blood pressure clinics and in conjunction with the Waterford AHEPA.

Board member, John Sheehan shows his gratitude and thanks to the VNA for their services and also requested to have a copy of the FY22 Audit report for the Board of Finance to review.

**Motion** by Ronald Fedor and seconded by Joseph Filippetti to approve the budget requests for FY23/24 in the total amount of **\$25,911**.

**Vote: 7-0-0**

**Motion: Passed**

**7. Miscellaneous Social Grants Budget:**

Ronald Fedor, member of the Social Service Review Committee commented that there were 2 basic criteria for reviewing the requests; he reviewed how the services impacted the Waterford Residents and the multiplier factor and the help given from the State and Federal funds.

**Motion** by Ronald Fedor and **seconded** by John Sheehan to approve the Miscellaneous Social Grants budget request for FY22/23 in the total amount of **\$92,316**.

**10120-52590 – Waterford Shellfish Commission: \$4,134.**

**10120-52633 – Waterford/East Lyme Shellfish Commission: \$1.**

**10120-52634 – SECT Council of Governments (SCCOG): \$10,764.**

**10120-52635 - Historic Properties Commission: \$400.**

**10120-52636 – T.V.C.C.A.: \$6,050.**

**10120-52638 – Disabled American Veterans: \$250.**

**10120-52639 – V.F.W. Post 6573, 9975 and AL 161: \$1,940.**

**10120-58596 – Sexual Assault Crisis Center of Eastern Connecticut, Inc.: \$1,000**

**10120-52643 – Safe Futures: \$6,500.**

**10120-52644 – SEAT: \$39,477.**

**10120-52645 – Eastern CT Conservation District Inc.: \$1,500.**

**10120-52645 – Municipal Historian: \$800.**

**10120-58340 – Waterford Historical Society: \$2,200.**

**10120-58440 – United Community & Family Services: \$8,000.**

**10120-58450 – The ARC of Eastern Connecticut: \$1,800.**

**10120-58595 – New London Homeless Hospitality Center: \$7,500.**

**Vote: 7-0-0**

**Motion: Passed**

**8. Youth & Family Services Budget:**

Dani Gorman commented that the reduction of the FY24 budget is due to the shared positions within the department.

There was also a large discussion about the performance metrics of the department and how this can be measured to show how many families or individual people they serve in Waterford. There was also a request for

Benchmark reports referenced in pg. 3 of the summary. Dani explained the benefits and design of the Waterford Food Pantry as well as explaining that in regards of performance metrics that they are now using a system that they can measure how many individuals they are serving. However, they have used the Gemma Moran system that measures ad counts by the actual meals given.

The Waterford Food Bank reduces barriers and do the best they can to help service the needs of their residents with a non- income restricted food bank and help to adhere to the true needs and like of the residents

There was a discussion regarding Special Revenue account which is a fairly new account and there was a question as to how the account works and if the account has internal controls and audits. The account is audit monthly by the Director of Finance. The account includes funds from grants, camp dash revenue, food bank donations and special program expenses and revenues. The account is audited by the auditors, however, it is not mentioned in the audit report. This question will be directed to the Auditors at a future meeting to make sure that this account is included in the Audit trail.

John Sheehan commented of the change of the organization and the structure of the combined Departments and would have still liked to see a new charter or ordinance put in place and forwarded to the RTM.

**Motion** by Ronald Fedor and **seconded** by John Sheehan to approve the budget requests for FY23/24 in the total amount of **\$239,827**.

**Vote: 6-1-0**

**Against: John Sheehan**

**Motion: Passed**

**9. Senior Citizens Budget:**

Chairwoman Carol Sanders commented that it has been great working with e Commission and the wonderful work that Dani and staff are doing in Senior Services and Youth and Family. She noted that the budget decreased by 2% but

has also increased services. She also noted regarding the food bank that seniors will not be receiving snap benefits as they have in the past they will be decreasing the amount which will affect how many seniors that will be taking advantage of the food bank they offer.

There was also a discussion regarding transportation services (which are complimentary and are not in competition with SEAT), these mini buses are maintained at Public works and some go to outside mechanics based on warranty. They also utilized the reports taken from the new software Fleetio, and Independent Contractors were discussed (whom are vetted through the Finance office and Town's Atty.).

Dani also expects that they should receive the ARPA funds that they have been expected to receive.

**Motion** by Ronald Fedor and seconded by Joseph Filippetti to approve the budget requests for FY23/24 in the total amount of **\$484,631**.

**Vote: 6-1-0**

**Against: John Sheehan**

**Motion: Passed**

**10. Recreation & Parks Budget:**

Director McNamara mentioned that his department has newer staff and they are all getting familiar and learn the software which he has been working closely with Finance and Ginny, Accountant this in regard to the new Special Revenue Account making sure the RecDesk reports, Munis and deposits match.

There was a discussion on still needed an Assistant Director position which is not included in the budget. Director McNamara said there is still a need to fill the position which they will reassess depending on their actual needs for the position.

There was also a discussion on electrical, water and sewer costs. It was noted by the Board that the rates used in the backup of the budget were based off of Residential Rates. Finance Director Kim Allen has been tasked to double check the rates so that they can review in the next budget hearing meetings to make any changes necessary to the budget before it goes to the RTM. As far as the fuel rate, it has increased thus for the increase of \$12,000.

There was also a discussion based upon the Ventrac System, which is a type of equipment that does everything a mower would do except you are able to use different attachments to do multiple jobs and is cost saving.

**Motion** by Ronald Fedor and seconded by Joseph Filippetti to approve the budget requests for FY23/24 in the total amount of **\$1,438,373**.

**Vote: 7-0-0**

**Motion: Passed**

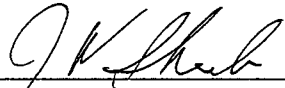
**11. Adjournment:**

**Motion** by John Sheehan and **seconded** by Robert Tuneski to adjourn the Budget Meeting of the Board of Finance at 8:59 p.m.

**Vote: 7-0-0**

**Motion: Passed**

Respectfully submitted,



John Sheehan, Clerk



Shea Moses, Secretary