



**Town of Suffield**  
**Board of Finance (BOF)**  
Town Hall 1<sup>st</sup> Floor Conference Room  
Monday, May 8, 2023 – 7 pm Regular Meeting Minutes

**Members Present:** Chris Childs, Michael Haines, Eric Harrington, Dr. Ann Huntington, Mark Sinopoli **Members Absent:** Brian Kost **Alternates Present:** Arthur Christian II, Tom Frenaye **Alternates Absent:** Mark Englander **Also Present:** Finance Director Eric Remington, Treasurer Kacy Colston, Tax Collector Jill Schechtman, WPCA Superintendent Jamie Kreller, WPCA Business Administrator Julie Nigro

1. Chair Harrington called the regular meeting to order at 7:01 pm and conducted the Pledge of Allegiance. Mr. Haines made a motion to give Mr. Kosta's voting rights to Mr. Christian. Dr. Huntington seconded. All were in favor; the motion passed 5:0.
2. **Citizen Comment/Correspondence:** Informational letters were received from GYL Financial Synergies. Their parent company is going through a buyout. Chair Harrington asked if the Board would like GYL to attend the June or September meeting to discuss OPEB, CNRE, and cemetery funds. It was agreed that semi-annual reporting is desired. GYL will be invited to the September 2023 meeting, and invited sooner should a need arise. GYL is coming to the Retirement Commission meeting at 5 pm this Thursday. It would be helpful if available Board members could attend to help provide input.
3. **Approval of Minutes:** Mr. Haines made a motion to accept the minutes for the Special Meeting 4-3-2023, the Regular Meeting 4-10-2023, the Budget Review Meeting 4-10-2023, and the Public Hearing 4-26-2023. Dr. Huntington seconded. All were in favor; the motion passed 6:0.
4. **Tax Collector Suspense:** Tax Collector Jill Schechtman shared this year's request for the Suspense List. Suspense is a term for uncollectible taxes that refers to the fact that action on them is suspended. Taxes may be deemed uncollectible and placed in suspense for various reasons. From July 1, 2022 through May 3, 2023, \$14,873.77 (\$6,555.18 in tax, \$6,671.47 in interest, and \$1,647.12 in liens and fees) in suspense has been collected from the 2006 to 2020 Grand Lists. All motor vehicles and personal property accounts from the suspense list will be forwarded to our Collection Agency for further collection attempts. There is an additional 15% fee on top of their bill from the Collection Agency. Dr. Huntington made a motion to approve the Suspended Tax Total of \$38,133.95. This amount will be removed from assets and written off. Mr. Childs seconded. All were in favor; the motion passed 6:0.
5. **WPCA Budget Review:** Jamie Kreller-Superintendent and Julie Nigro-Business Administrator for WPCA discussed their 2023-2024 budget. Sewer Use Fees for the Town and Kent Farm are increasing from \$370 per unit to \$380 per unit and Dollar per 1,000 gallons is increasing from \$8.89 to \$9.09. The WPCA expense budget is increasing \$296,000 or 8.03% with the inclusion of Fund Balance money, so the actual increase in expenses is 6.17%. The overall budget (Administration, RCM, Assessment) has increased by 27.92% or 28.91% excluding the fund balance transfer. The Equivalent Dwelling unit (EDU) increased to \$380 representing a 2.7% increase. The Fund Balance of \$678,000 will be used mostly to complete projects this year. There was discussion of setting up a STIF fund for WPCA. The Capacity Study shows that any development goes into the model to make sure there is capacity in the pipes.
6. **Director of Finance Update:**
  - a. **FY22-23 Review of YTD Budget vs. Actual Reports:** Payment of \$53,000 was received for prior year taxes. Parks & Recreation is higher due to increased participation in programs. Tuition for Agri-Science is down due to lower enrollment. Other Transfers In budget of \$2.1 million is all ARPA funds. \$650,000 will be used on road funds. Information Technology expenses are over budget. Fuel fund overage is expected. Police payroll will be discussed with the Chief. The contract has been settled and is for three years.
  - b. **Town Treasurer Reports:** Treasurer Kacy Colston reported that ended with \$31,000,000 in STIF. \$120,000 was earned in interest. The projection for this fiscal year is very doable. There is good interest coming in on STIF funds.
  - c. **Other:** Need to maintain diligence with interest income in the future.

7. **First Selectman Update:** Not present
8. **Adjournment:** Mr. Haines made a motion to adjourn. Dr. Huntington seconded. All were in favor and the meeting adjourned at 7:56 pm.

Respectfully submitted,

Connie Irwin

*These minutes are not official until accepted at a subsequent meeting.*