

Town of Goshen
BOARD OF FINANCE
REGULAR MEETING
Wednesday January 24, 2024

CALL to ORDER: Vice Chairman Ned Bixler called the meeting to order at 7:30 p.m.

Attendance: Paul Collins, Jim Korner, Scott Tillmann, Ned Bixler, Robert Valentine, Pat Reilly (alternate) and First Selectman Todd Carusillo. Excused: Russell Murdock.

Recreation Commission: Erin Reilly, Sarah Leonard

Ned Bixler made a motion to seat Pat Reilly, seconded by Scott Tillman and the motion passed unanimously. Chairman Walker joined by phone.

APPROVAL of MINUTES: A motion was made by Pat Reilly seconded by Paul Collins, and voted unanimously to receive the minutes of December 20, 2023 with changes as follows: Scott Tillmann and Jim Korner were excused.

Bob Valentine followed up on open items from the Meeting of December 20, 2023.

The detailed P&L statement was received and reviewed by Paul Collins who explained the increase over last year for the Waste removal was due to the receipt for five bills in one period and was not unusual.

At the December 20, 2023 meeting, Pat Reilly asked about the increase expenses in Cemeteries of \$2,535.00 over last year. Todd Carusillo will verify the expenses are being booked properly.

Election of Chairman & Vice Chairman

Ned Bixler nominated Allan Walker for Chairman and Bob Valentine seconded. Pat Reilly motioned that the nominations be closed and Bob Valentine seconded. The motion passed unanimously.

Paul Collins nominated Ned Bixler for Vice Chairman and was seconded by Jim Korner. Bob Valentine motioned that the nominations be closed and Scott Tillmann seconded. The motion passed unanimously.

FINANCIAL REPORTS: The board received and reviewed Financial Reports from Debbie Franklin dated 12/30/2023. There was a \$6000 grant revenue received 9/2023 for Town Clerk document preservation, however the annual appropriation to Capital and Non-recurring was omitted in the Fiscal Year 2024 budget. An appropriation to Capital and Non-recurring is needed to track the Grant Revenue & Expense in the Capital and Non-recurring fund. Bob Valentine motioned to add the \$6000 for Town Clerk document preservation grant to Capital and Non-recurring. It was seconded by Scott Tillmann and voted unanimously.

Bob Valentine asked Erin Reilly about Camp Grounds maintenance (G/L 0002-22) and Camp Lodge maintenance (G/L 5049-22) and as they are at 88% and 104% respectively at the half way point of fiscal year. Erin Reilly stated that grounds maintenance water testing fell behind and additional cleaning, testing and inspections were required to get up to date. The Water testing was not included in last year's budget. At the Camp Lodge there were unexpected things needing repair for example the boiler needed repair and inspection.

TAX COLLECTORS REPORT: The board received and reviewed The Tax Collector's report dated 12/30/2023. Pat Reilly motion to receive the report, Scott Tillmann seconded and the motion passed unanimously.

BUDGET PROJECTION REVIEW: The following budgets were presented for review and receipt by the Board of Finance. Wages will be adjusted later.

Bob Valentine asked the First Selectman to provide the report at least a week in advance for the Board to Review.

Board of Assessment Appeals - Department 32

Current Budget 2023/2024 \$2739.00 Proposed Budget 2024/2025 \$2815.00

Pat Reilly motioned to receive the budget, Paul Collins seconded and the motion passed unanimously.

Debt Service - Department 72

Current Budget 2023/2024 \$0.00, Proposed Budget 2024/2025 \$0.00

Pat Reilly motioned to receive the budget, Paul Collins seconded and the motion passed unanimously.

Fire Commissioners – Department 27

Current Budget 2023/2024 \$ 1995.00, Proposed budget 2024/2025 \$1995.00

Paul Collins motioned to receive the budget, Ned Bixler seconded and the motion passed unanimously.

Fire Marshal – Department 25

Current Budget 2023/2024 \$15,716.00, Proposed budget 2024/2025 \$15,766.00

Bob Valentine asks Todd Carusillo to check if the watch monies are going into Miscellaneous revenues.

Bob Valentine motioned to receive the budget, Paul Collins seconded and the motion passed unanimously.

Inland Wetlands Commission – Department 45

Current Budget 2023/2024 \$5,447.00 Proposed Budget 2024/2025 \$5472.00

Bob Valentine notes that in Fiscal Year 2023/2024 only two-thirds of clerical wages were used and suggests a review of the assumptions on these wages.

Bob Valentine motioned to receive the budget, Paul Collins seconded and the motion passed unanimously.

Paul Collins noted that the Report contains typos on the Mileage rate. The IRS allowable mileage reimbursement as of Jan. 1, 2024 is \$.067.

Land Use Endorsement – Department 43

Current Budget 2023/2024 \$22,384.00, Proposed Budget 2024/2025 \$ 22,534.00

Bob Valentine states that the line is consistently over and needs to be reviewed,

Pat Reilly motioned to receive the budget, Paul Collins seconded and the motion passed unanimously.

Miscellaneous Expenditures – Department 55

Current Budget 2023/2024 \$10,118.00, Proposed Budget 2024/2025 \$10,400.00

Litchfield Chore services is merging with Salisbury Chore services. The costs are to be determined.

Pat Reilly motioned to receive the budget, Ned Bixler seconded and the motion passed unanimously.

Water Pollution Control Authority – Department 46

Current Budget 2023/2024 \$353.00, Proposed Budget 2024/2025 \$353.00

Scott Tillmann motioned to receive the budget, Jim Korner seconded and the motion passed unanimously.

Welfare – Department 58

Current Budget 2023/2024 \$7,342.00, Proposed Budget 2024/2025 6,742.00

Todd Carusillo reduced the line for Greenwood Counseling Referrals from \$2000 to \$1500 as no services have been utilized for Goshen residents in the past two years.

Paul Collins motioned to receive the budget, Ned Bixler seconded and the motion passed unanimously.

Treasurer – Department 13

Current Budget 2023/2024 \$10,965.00 Proposed Budget 2024/2025 \$10,765.00

Jim Korner motioned to receive the budget, Bob Valentine seconded and the motion passed unanimously.

Bob Valentine asked the First Selectman to provide; a monthly report with running totals, a Year End Estimate report from Debbie Franklin and a Capital and Non-Recurring spreadsheet for the Board of Finance Meetings.

SELECTMAN'S REPORT: See Report attached.

Discussion if Goshen should have a Public Safety Budget. There have been ideas about automated Traffic Enforcement Safety Devices (Speed camera's), Speed bumps and Crime watch signs. The cameras cost between \$10,000 to \$25,000 each and the CTDOT must approve speed limits and signs on town roads. Speed bumps can be purchased for summer months and removed for winter if the town insurance would allow it. It would require drilling into the newly paved roads and patching the holes before every winter. The town would need an ordinance, and if approved, state inspection. The First Selectman reports receiving complaints from Beach Street, East Hyerdale, and West Street. If

granted, the Payroll clerk would send out bills. The Finance board notes that the Selectman can add a line item and speed cameras can be expensed as capital non-recurring expense.

Jim Korner noted that employees have not been surveyed about how they feel about the performance review system. Scott Tillmann asked if longevity was considered in the performance review. Bob Valentine stated that Randy Frank did an analysis of the market place using the Town of Goshen job descriptions and the value of the job is established with a minimum and maximum. Bob Valentine noted that new employees are not paid the same as experts in that job function. An employee at maximum who is deemed an expert with exceptional performance, the town can reassess the value of the job, position description and pay scale.

CORRESPONDENCE: None

OTHER BUSINESS:

The Recreation Department requested to discuss Camp Cochipianee Day Camp fees and seeks approval of the rates for residents and nonresidents. Erin Reilly provided a spreadsheet showing a comparison to local camps and their costs over the years.

Bob Valentine recommends keeping resident fees the same and charging non-residents more as Goshen taxpayers are subsidizing their fees and last year 41% of campers were non-residents. The Board of Finance is supportive of resident campers and agrees with the price structure for residents.

Pat Reilly made a motion to approve the price structure for non-residents as presented (\$225 for non-resident K-6). Jim Korner seconded the motion.

Jim Korner motions to amend the previous motion and to set non-resident camp fees for Kindergarten through sixth grade at \$235.

Pat Reilly rescinds the previous motion to approve the price structure for non-residents as presented. Jim Korner rescinds his motion to second the motion.

Jim Korner rescinds his previous motion to amend the previous motion to approve camp fees Kindergarten through sixth grade at \$235.

Bob Valentine motions to approve the non-resident camp fees for Kindergarten through sixth grade at \$235 and the remaining non-resident fees are to be increased by the same percentage and then rounded to the nearest dollar amount. (i.e.: $\$10.00/\$225.00 = 4.44\%$). The motion was seconded by Scott Tillmann and passed unanimously.

Executive Session

Bob Valentine motions to amend the agenda to add an Executive Session for personnel matters. Scott Tillmann seconded it. Bob Valentine motions to go into an Executive Session, seconded by Jim Korner. The motions passed unanimously at 8:42 pm and the board enters Executive Session. The board returned to regular session at 9:20pm and reported no action was taken.

ADJOURN: Paul Collins made a motion to adjourn the meeting and it was seconded by Allan Walker. The motion carried and the meeting was adjourned at 9:21 p.m



Lee M. Kennedy - Board of Finance Clerk

Received Jan 26, 2024 10:38 AM

Attest 
asst. Goshen Town Clerk

Board of Finance meeting 1-24-2024

Selectman's report:

I'm working with Randi Franks on a new Salary Matrix for FY's 24-25

Ms. Franks Consulting fee \$2500.00 paid last week's payroll and warrant.

Town Clerk's Grant monies weren't allocated in FY 23-24's budget, we need to allocate those monies totaling \$6000.00

King & King raised their accounting hourly rate from \$97.00 per hour to \$107.00 per hour.

And Chris King's rate went from \$140. To \$150.00 per hour.

New report, The Grader is being repaired, the front seal on the motor and the radiator replacement. Motor repair so far are around \$5,000 & \$1200.00 for the used radiator. I am waiting on final cost numbers will be reported next month to the BOF.

New report on the backhoe, it is not road worthy, looking into other options. Auctions or used.

We applied for an Early Voting grant and received it, Totaling \$10,500 for this election year.

The Tax Collector gave me this report on Percentage of Collection as of 1/23/202 Please (see attached) The Tax Collector collections, she wired over \$500,000.00 today.

I attended the NWH COG meeting this week, big issue is that MIRA will closing their transfer station in Torrington in 2027. The COG is sending over a letter of intent to purchase the facility.

MIRA is raising their tipping fee from \$116. Per ton to \$131.00 Per ton. As the Town government, we must prepare for new cost of disposing of our solid waste. Just something to start thinking about, 2027 will be here before we know it.

Truck 8 Hydraulic system broke down, repair cost \$11,000 Truck is 3 years old no warranty

Household Hazard Waste 47 cars last year (2022) 57 cars this past October \$7884.00

Public Safety Budget ? New Budget or a line item for the Selectmen's budget? Automated Traffic Enforcement Safety Devices (Speed camera's), Speed bumps and Crime watch signs etc.,

Received Jan 26, 2024 10:38 AM

Attest: 
a Sst. Goshen Town Clerk

Tax 5 Dashboard

Tax System 5 Version 5.1.183.183

01/23/2024

Town Only

Terminal / Batch

Terminal 82

Batch 2014

| | | |
|--------------|-------------|----------|
| Cash | 0.00 | 0 |
| Check | 0.00 | 0 |
| Credit Card | 0.00 | 0 |
| Total | 0.00 | 0 |

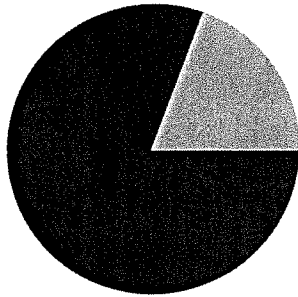
Last Assessor Bridge

Run on: 11/14/2023

Percent Collection as of 01/23/2024

REAL ESTATE

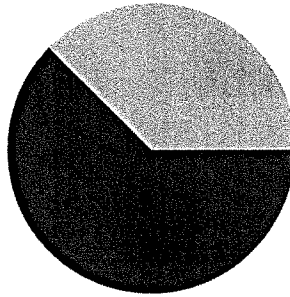
Uncollected - 19.40%
Collected - 80.60%



Total Due = \$2,006,352.83
Total Paid = \$8,335,869.29

PERSONAL PROPERTY

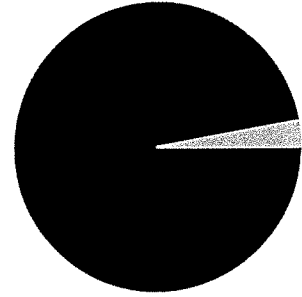
Uncollected - 37.56%
Collected - 62.44%



Total Due = \$96,244.63
Total Paid = \$160,022.84

MV REGULAR

Uncollected - 2.87%
Collected - 97.13%



Total Due = \$21,875.58
Total Paid = \$740,066.84

| Type | Total Billed | Total Paid | Total Due | Percent Collected |
|--------------|-----------------|----------------|----------------|-------------------|
| REAL ESTATE | 10,342,222.12 | 8,335,869.29 | 2,006,352.83 | 80.60 |
| PERSONAL PRO | 256,267.47 | 160,022.84 | 96,244.63 | 62.44 |
| MOTOR VEHICL | 761,942.42 | 740,066.84 | 21,875.58 | 97.13 |
| MOTOR VEHICL | 82,638.32 | 39,228.29 | 43,410.03 | 47.47 |
| TOTALS: | \$11,443,070.33 | \$9,275,187.26 | \$2,167,883.07 | |