

Town of Goshen
BOARD OF FINANCE
REGULAR MEETING
Wednesday February 28, 2024

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

Attendance: Paul Collins Scott Tillmann, Ned Bixler, Robert Valentine Russell Murdock (alternate) and First Selectman Todd Carusillo. Chairperson Allan Walker joined via zoom. Others: Garret Harlow Public Works Supervisor Ned Bixler made a motion to seat Russell Murdock; it was seconded by Bob Valentine and the motion passed unanimously. Jim Korner joined at 7:34 pm , Pat Reilly (alternate) joined at 8:19 pm.

APPROVAL of MINUTES: A motion was made by Scott Tillmann, seconded by Paul Collins, and voted unanimously to receive the minutes of January 24, 2024, with changes as follows (first paragraph of page three) : Bob Valentine clarified that new employees are not paid the same as seasoned employees. The motion passed unanimously.

FINANCIAL REPORTS: The board received and reviewed Financial Reports from Debbie Franklin dated 01/30/2024. Paul Collins noted the MIRA contract was estimated to be \$192,000, but due to a clerical error it was entered as \$147,088 (G/L 5190-03) and will require an adjustment at a later date. Paul Collins stated that the volume of trash is up 6% from last year.

Bob Valentine commented that the Town Aide Road (TAR) is not to be mingled with Capital and Non-Recurring,

Paul Collins asked about the costs for the newsletter (Goshen Topics) and Todd Carusillo reported that they are in the process of reducing costs by changing the paper.

TAX COLLECTORS REPORT: The board received and reviewed the Tax Collector's report dated 01/30/2024.

Bob Valentine motioned to receive the report, Scott Tillmann seconded, and the motion passed unanimously.

- Discussion on the retention of a capital item (ie: trucks) when a replacement has been purchased. The anticipated process is not to retain the old equipment as it expands the budget.
- Bob Valentine noted that the Capital and Non-recurring report for Public Works contains a Truck Replacement line and a Truck Replacement Additional Line which should be combined.
- The selectman met with the Woodridge Lake Property Owners Association (WLPOA) and Todd Carusillo confirms the WLPOA agrees to offset expenses for drainage work. Dexter Kinsella and Garret Harlow met with the WLPOA this past Friday and determined the amount of reimbursement for past expenses. The expenses will be invoiced, and the funds will go into Capital and non-recurring through the Board of Finance.
- The Pavilion walkway still needs to be paved.
- Todd Carusillo to verify if the security system at Camp Cochipianee was complete

Garret Harlow reported a \$11,023.31 unexpected expense for a repair to the hydraulic system of Truck 8-GO. Garret Harlow expects another \$7500 invoice for repair on the Grader next month. The public works department has enough money in its budget to cover these items.

Garret Harlow noted that the lining of pipes on West Hyerdale is estimated to be a \$ 750,000 expense, to repair/replace the 12 ft wide wash pipes. Another upcoming drainage project is on Route 63 in West Goshen and is estimated to be another \$ 750,000 expense. Garret Harlow will be applying for a STEEP grant.

BUDGET PROJECTION REVIEW:

Discussion on the expectation of the Selectman to have completed their review of the budgets for acceptability prior to submitting to the Board of Finance. The Board of Finance requested the original budget created by the department head be shown as well as the final agreed budget with the Board of Selectman. It was noted that the Monthly Progress Report & Capital requires corrections

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

BOARD OF ASSESSORS - DEPARTMENT 31

Current Budget 2023/2024 \$ 93,007.00 Proposed Budget 2024/2025 \$ 96,214.00

Increase to essential software for the tax collecting process.

Paul Collins motioned to receive the budget, Jim Korner seconded, and the motion passed unanimously.

BUILDING OFFICIAL - DEPARTMENT 05

Current Budget 2023/2024 \$ 81,101.00 Proposed Budget 2024/2025 \$ 80,608.00

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

Reduction in permitting this year. Todd to verify the processing fees.

CIVIL PREPAREDNESS - DEPARTMENT 29

Current Budget 2023/2024 \$7,675.00, Proposed budget 2024/2025 \$7,675.00

Scott Tillmann motioned to receive the budget, Bob Valentine seconded, and the motion passed unanimously.

CONSERVATION COMMISSION - DEPARTMENT 44

Current Budget 2023/2024 \$1,364.00 Proposed budget 2024/2025 \$1,364.00

Paul Collins motioned to receive the budget, Jim Korner seconded, and the motion passed unanimously.

CONSERVATION OF HEALTH - DEPARTMENT 51

Current Budget 2023/2024 \$ 75,246.00 Proposed Budget 2024/2025 \$74,529.00

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

ECONOMIC DEVELOPMENT COMMISSION - DEPARTMENT

Current Budget 2023/2024 \$ 569.00, Proposed Budget 2024/2025 \$ \$1,569.00

Paul Collins motioned to receive the budget, Jim Korner seconded, and the motion passed unanimously.

Todd to verify if a \$1000.00 increase in Marketing and Research is needed.

ELECTIONS - DEPARTMENT 14

Current Budget 2023/2024 \$ \$ 26,421.00 Proposed Budget 2024/2025 \$32,081.00

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

The election budget is based on 23-24 FY plus an estimation of the staffing costs for early voting. The Primary is not included, which could increase the budget \$5,000.00 more. The school referendum has not been included.

PLANNING & ZONING - DEPARTMENT 41

Current Budget 2023/2024 \$ 3,323.00, Proposed Budget 2024/2025 \$ 3,323.00

Scott Tillmann motioned to receive the budget, Paul Collins seconded, and the motion passed unanimously.

SELECTMEN - DEPARTMENT 01

Current Budget 2023/2024 \$ 155,435.00, Proposed Budget 2024/2025 \$ 155,985.00

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

STREET LIGHTS – DEPARTMENT 0

Current Budget 2023/2024 \$15,147.00, Proposed Budget 2024/2025 \$14,000.00

Bob Valentine motioned to receive the budget, Scott Tillmann seconded, and the motion passed unanimously.

TAX COLLECTOR - DEPARTMENT 12

Current Budget 2023/2024 \$ \$ 47,788.00, Proposed Budget 2024/2025 \$ 46,113.00

Paul Collins motioned to receive the budget, Jim Korner seconded, and the motion passed unanimously.

TOWN CLERK - DEPARTMENT 11

Current Budget 2023/2024 \$ 98,079.00, Proposed Budget 2024/2025 \$ 109,229.00

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

Land Record Duplication expense doubled. Todd Carusillo will review and advise the Board of Finance.

ZONING BOARD OF APPEALS - DEPARTMENT 42

Current Budget 2023/2024 \$ 1,646.00, Proposed Budget 2024/2025 \$ 1,646.00

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

CAPITAL EXPENDITURES REQUESTS 2024-2025

<u>Assessor</u>	<u>\$10,850.00 Total</u>
GIS Mapping	\$ 850.00
Revaluation	\$10,000.00
<u>Planning and Zoning</u>	<u>\$10,000.00 for Conservation & Development Plan</u>
<u>Town Clerk</u>	<u>\$ 7,500.00 Total</u>
Historic Preservation	\$ 5,500.00
Copy Machine	\$ 2,000.00

Paul Collins made a motion, it was seconded by Jim Korner to accept the Assessor, Planning and Zoning and Town Clerk Capital Expenditure requests of \$28,350.00 as stated above. The motion passed unanimously.

<u>Selectman</u>	<u>\$ 97,500.00 Total</u>
Building Maintenance	\$ 5,000.00
Cemeteries	\$ 7,000.00 - Todd Carusillo will remove this item.
Computers/Printers/Hardware Replacement	\$ 9,000.00
Furniture & Fixtures	\$ 1,500.00
General Town Hall Maintenance	\$ 10,000.00
Public Safety	\$ 5,000.00
Telephone Servies (CEN)	\$ 10,000.00 - Bob Valentine asked Todd Carusillo to research these costs.
Website Upgrade	\$ 5,000.00 – Paul Collins asked Todd Carusillo to research these costs.
Total Selectman	\$ 52,500.00
Lakewood	\$ 45,000.00

Todd Carusillo will provide a new budget for Selectman Capital Expenditures Requests.

SELECTMAN'S REPORT: See Report attached.

MIRA is raising their tipping fee from \$116/ton to \$131/ton. New information indicates \$131/ton is only if the State allows MIRA some of the monies set aside for the remediation of their facilities.

The Public Safety Budget line item is under the Selectmen's budget. Allocated \$5000.00 this year for Automated Traffic Enforcement Safety Devices, Speed camera's, Speed bumps and signage along with Crime watch signs.

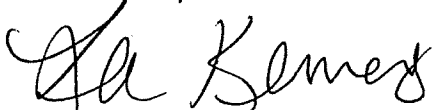
Bob Valentine asked Todd Carusillo to verify the rules and regulation of the State regarding town speed signs.

CORRESPONDENCE: Two letters were received on February 24, 2024, and February 28, 2024, respectively and distributed to the Board of Finance.

OTHER BUSINESS: None.

ADJOURN: Bob Valentine made a motion to adjourn the meeting and it was seconded by Jim Korner. The motion carried and the meeting was adjourned at 8:51 pm p.m.

Submitted by



Lee M. Kennedy - Board of Finance Clerk

Received March 1, 2024 11:28 AM

Attest 
Asst. Goshan Town Clerk

Board of Finance meeting 2-28-2024

Selectman's report:

Board member Patrick Reilly asked about the overages on the Cemetery budget, there was a stone repair on Hall meadow for \$550.00 and Bush hogging down on Hall meadow Cemetery

5 X \$ 45.00 = \$225.00 and Bush hogging around East Street North Cemetery 1 x \$45.00

Litchfield Chore Services merger with Salisbury Chore are requesting \$2500. Up from \$525.

The Town Clerk & the Registrar of Voters ordered new printers for their offices. Around \$660.00 apiece.

Planning & Zoning capital expense of \$20K for the new POCD, \$10 K this year \$10 K next year.

No new reports on the backhoe, looking for a matching front axle. Auctions or used.

MIRA is raising their tipping fee from \$116. Per ton to \$131.00 Per ton. I reported this last meeting, I found out new information this week, that new cost per ton of \$131. Is only if the State allows MIRA use some of the remediation monies set aside for the remediation of their facilities throughout the state. It could cost us \$186. Per ton.

Public Safety Budget line item is under the Selectmen's budget \$5000.00 this year for Automated Traffic Enforcement Safety Devices (Speed camera's), Speed bumps or painting of speed bumps w/ signage along with Crime watch signs etc.,

Selectmen's Budget added \$10K for Connecticut Education Network which expires this April 2024, the contract was from 7/18/2018 to April 5th 2024 past invoice was \$ 8,640.15 waiting on new contract numbers from CEN.

Please read the transaction Detail report on Waste Removal. We have new overages from the previous FY 23. As you can see, FY24 is up on both Recycling and Waste Disposal Tipping fees.

Town of Goshen
Transaction Detail By Account
July 2023 through January 2024

				Date	Num	Name	Memo	FYE24	FYE23
WASTE REMOVAL									
5190.03 · MIRA Fees									
				07/31/2023	44280	MIRA-CSWS	7/2023 WASTE REMOVAL	16,760.84	13,084.68
				08/31/2023	44316	MIRA-CSWS	8/2023 WASTE DISPOSAL	16,581.04	14,262.39
				09/30/2023	44348	MIRA-CSWS	SEPT 2023 WASTE DISPOSAL	14,379.36	12,132.30
				11/06/2023	44381	MIRA-CSWS	OCT 2023 WASTE DISPOSAL FEE	13,558.08	12,291.03
				11/30/2023	GO00550	MIRA-CSWS	NOV 2023 WASTE DISPOSAL FEES	14,168.24	13,452.09
				12/31/2023	44444	MIRA-CSWS	DEC 2023 WASTE DISPOSAL FEES	12,986.20	9,979.79
				01/31/2024	44475	MIRACSWs	JAN 2024 WASTE DISPOSAL FEES	13,995.40	12,459.75
Total 5190.03 · MIRA Fees								87,662.03	(14,767.13)
5191.03 · Hazardous Waste Days									
				12/31/2023	1789	NORTHWEST HILLS COG	OCT 2023 HHW DISPOSAL 57 @138.25	7,880.25	5,329.28
Total 5191.03 · Hazardous Waste Days								7,880.25	(2,550.97)
5194.03 · Recycling Contract									
				07/01/2023	4201716592	USA WASTE & RECYCLING, INC.	JULY 2023 RECYCLING TOG	9,541.00	9,064.00
				08/01/2023	4201748611	USA WASTE & RECYCLING, INC.	8/2023 RECYCLING TOG	9,541.00	9,064.00
				09/01/2023	4201780803	USA WASTE & RECYCLING, INC.	9/2023 RECYCLING TOG	9,541.00	9,064.00
				10/01/2023	4201820105	USA WASTE & RECYCLING, INC.	10/2023 RECYCLING TOG	9,541.00	9,064.00
				11/01/2023	4201850785	USA WASTE & RECYCLING, INC.	NOV 2023	9,541.00	9,064.00
				12/01/2023	4201885182	USA WASTE & RECYCLING, INC.	DEC 2023 RECYCLING SVCS	9,541.00	9,064.00
				01/01/2024	4201926794	USA WASTE & RECYCLING, INC.	1/1/24-1/31/24 RECYCLING SVCS	9,541.00	9,064.00
Total 5194.03 · Recycling Contract								66,787.00	(3,339.00)
Total WASTE REMOVAL								177,096.41	
TOTAL								177,096.41	(20,657.10)

Tax 5 Dashboard

Tax System 5 Version 5.1.183.183

02/21/2024

Town Only

Terminal / Batch

Terminal 20

Batch 1261

Cash	0.00	0
Check	22,549.35	9
Credit Card	0.00	0
Total	22,549.35	9

Last Assessor Bridge

Run on: 02/20/2024

Percent Collection as of 02/21/2024

REAL ESTATE

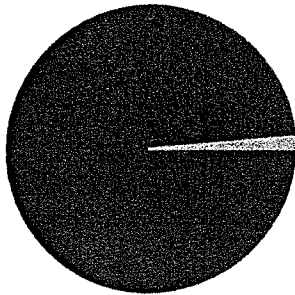
Uncollected - 1.40%
Collected - 98.60%

PERSONAL PROPERTY

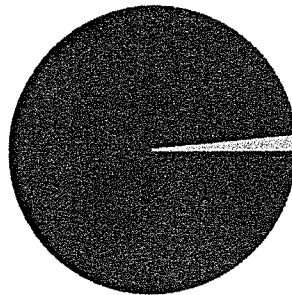
Uncollected - 1.51%
Collected - 98.49%

MV REGULAR

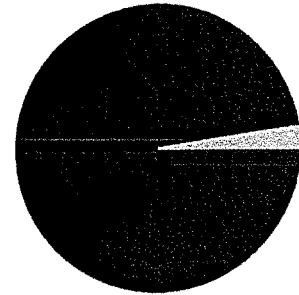
Uncollected - 2.46%
Collected - 97.54%



Total Due = \$145,173.90
Total Paid = \$10,197,053.08



Total Due = \$3,871.93
Total Paid = \$252,395.54



Total Due = \$18,730.06
Total Paid = \$743,184.86

Type	Total Billed	Total Paid	Total Due	Percent Collected
REAL ESTATE	10,342,226.98	10,197,053.08	145,173.90	98.60
PERSONAL PRO	256,267.47	252,395.54	3,871.93	98.49
MOTOR VEHICL	761,914.92	743,184.86	18,730.06	97.54
MOTOR VEHICL	82,782.20	69,673.98	13,108.22	84.17
TOTALS:	\$11,443,191.57	\$11,262,307.46	\$180,884.11	

Town of Goshen
Transaction Detail By Account
July 2023 through January 2024

WASTE REMOVAL				FYE23		FYE24	
Date	Num	Name	Memo				
5190-03 · MIRA Fees							
07/31/2023	44280	MIRA-CSWS	7/2023 WASTE REMOVAL	13,084.68		16,760.84	
08/31/2023	44316	MIRA-CSWS	8/2023 WASTE DISPOSAL	14,262.39		16,581.04	
09/30/2023	44348	MIRA-CSWS	SEPT 2023 WASTE DISPOSAL	12,132.30		14,379.36	
11/06/2023	44381	MIRA-CSWS	OCT 2023 WASTE DISPOSAL FEE	12,291.03		13,558.08	
11/30/2023	GO00550	MIRA-CSWS	NOV 2023 WASTE DISPOSAL FEES	13,452.09		14,168.24	
12/31/2023	44444	MIRA-CSWS	DEC 2023 WASTE DISPOSAL FEES	9,979.79		12,986.20	
01/31/2024	44475	MIRA-CSWS	JAN 2024 WASTE DISPOSAL FEES	12,459.75		13,995.40	
Total 5190-03 · MIRA Fees				87,662.03	(14,767.13)	102,429.16	
5191-03 · Hazardous Waste Days							
12/31/2023	1789	NORTHWEST HILLS COG	OCT 2023 HHW DISPOSAL 57 @138.25	5,329.28	(2,550.97)	7,880.25	
Total 5191-03 Hazardous Waste Days				5,329.28		7,880.25	
5194-03 · Recycling Contract							
07/01/2023	4201716692	USA WASTE & RECYCLING, INC.	JULY 2023 RECYCLING TOG	9,064.00		9,541.00	
08/01/2023	4201748611	USA WASTE & RECYCLING, INC.	8/2023 RECYCLING TOG	9,064.00		9,541.00	
09/01/2023	4201780603	USA WASTE & RECYCLING, INC.	9/2023 RECYCLING TOG	9,064.00		9,541.00	
10/01/2023	4201820105	USA WASTE & RECYCLING, INC.	10/2023 RECYCLING TOG	9,064.00		9,541.00	
11/01/2023	4201850785	USA WASTE & RECYCLING, INC.	NOV 2023	9,064.00		9,541.00	
12/01/2023	4201885182	USA WASTE & RECYCLING, INC.	DEC 2023 RECYCLING SVCS	9,064.00		9,541.00	
01/01/2024	4201926794	USA WASTE & RECYCLING, INC.	1/1/24-1/31/24 RECYCLING SVCS	9,064.00		9,541.00	
Total 5194-03 · Recycling Contract				63,448.00	(3,339.00)	66,787.00	
Total WASTE REMOVAL				156,439.31	(20,657.10)	177,096.41	
TOTAL						177,096.41	