



BOARD OF FINANCE

LYME TOWN HALL
480 HAMBURG ROAD
LYME, CT 06371

LYME BOARD OF FINANCE
Regular Meeting

The Lyme Board of Finance held a regular meeting on Tuesday January 11, 2022 at 6:30 p.m. at the Lyme Town Hall, 480 Hamburg Road, Lyme CT 06371.

MEMBERS PRESENT: Dan Hagan (outgoing Chair), Alan Sheiness (incoming Chair), Jarrod Leonardo, Bob House, David Brown, Jim Miller (seated alternate), Jennifer Thomas (secretary)
Absent Members: Kathryn Wayland and Susan Tyler (alternate)
First Selectman Steven Mattson and Selectmen John Kiker and David Lahm present

Hagan called the meeting to order at 6:30 p.m.

Seat Alternate Member

Miller was seated for absent regular member Wayland.

Elect Chair of the Board of Finance

Hagan opened nominations for chair of the board. House nominated Sheiness, seconded by Brown. Nominations were closed. Hagan called for a vote and the nomination was approved.

Hagan turned the chair position over to Sheiness.

Sheiness offered a resolution to the board, that the Board of Finance, with endorsement from the Board of Selectmen, expresses its appreciation to Hagan for his service to the board and the whole town, prior, current, and future. Miller seconded and the resolution was unanimously approved.

Elect Clerk of the Board of Finance

Sheiness called for nominations. Hagan nominated House, seconded by Brown. With no other nominations, Sheiness called for a vote and the nomination was unanimously approved.

Election to fill alternate vacancy on the board

Sheiness called for nominations. Hagan nominated Bruce Anderson, House seconded. With no further nominations, Sheiness called for a vote and the motion was unanimously approved.

Approve the minutes from the October 2021 meeting

Brown made a motion to approve the minutes from the October 2021 meeting. Leonardo seconded and the motion carried.

Sheiness made a procedural motion to insert New Business as an agenda item and the board agreed.

Approve 2022 meeting schedule

Sheiness called for a motion to approve the 2022 schedule. Leonardo made the motion, seconded by Miller, and the motion was unanimously approved.

Review of 2nd quarter financial results

Mattson stated that the town is right on budget through the 2nd quarter. The town has collected 97% of income and spent 49% of projected expenses through the first half of the fiscal year. Mattson and the board acknowledged the tax collector's performance, as the town has collected 100% of projected general property taxes and will most likely exceed this amount. The board discussed increased revenue in building permits and conveyance fees, and unexpected expenses in town campus repairs and road maintenance, and the encumbrance of bridge repair funds.

Overall Mattson is projecting the town will end the fiscal year with a positive variance.

Mattson recommends to the board that the debt service line item be moved from capital expense into operating expense in order to comply with Connecticut Office of Policy and Management (OPM) and the board agreed.

Mattson recommended to the board to increase the wage inflation plan assumption from 4.5% to 5.5% to remain in line with inflation. After discussion, including new hires and pro rata, the board agreed to the proposed increase as a budget assumption and requested Mattson provide additional information on the impact of this change and give feedback on the potential to prorate new hires at a future meeting.

Mattson agreed and pointed out that the board can adjust this percentage during as the budget cycle continues.

Mattson stated that the Regional Board of Education budget is expected to remain the same or decrease slightly and the student count percentage for Lyme should remain the same or decrease slightly.

Review of Fiscal Year 2020/2021 audit results

Mattson presented the board members with the audit results and stated that it was a clean audit with no issues.

Preparation for 2022/2023 budget development

The board discussed the procedure for the upcoming year. Mattson reviewed the American Rescue Plan Act (ARPA) funds that the town will receive from the federal government.

New Business

Hagan brought up the recent expenditure by the Regional School District for a turf field. Hagan would like to recommend to the Regional School District via the Lyme and Old Lyme Board of Selectmen and Board of Finance that there are parameters to how the surplus money fund can be spent, stating that the original intent of the fund was for building maintenance and repairs. He also suggested that any surplus funds the school district has should be returned to the towns as we plan for a large expenditure on school renovations in the coming years.

The board discussed the intent of the fund and the possibility of future conversations with Old Lyme and the Regional Board of Education.

Miller commented that he attended a recent Board of Education meeting which included a presentation by the consultants on the project. His takeaways were that the primary reason for the plan was due to potential enrollment increases based on future projections and that the architectural recommendations are often based on which options would receive State funding.

Adjournment

Sheiness called for a motion to adjourn. Brown made the motion, seconded by Leonardo, and the meeting was adjourned at 7:40 p.m.

Respectfully submitted,

Jennifer Thomas, Secretary