

# TOWN OF WILLINGTON

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## BOARD OF FINANCE

Special Meeting  
In person

April 10, 2024  
Immediately Following  
Budget Hearing

*\*Minutes are not official until approved at the next regular meeting*

**Members Present (a quorum of 4 members is required to conduct business):**

Bruce Lawler <b>Chair</b>	Geoffrey Prusak <b>Vice Chair</b>	Christina Mailhos <b>Secretary</b>	Walter Parsell	Jason Ross	Stephanie Summers	Melissa Miller (ALT)	Britt Rothausen (ALT)
Present	Present	Present	Absent	Present	Absent	Present	Present

Donna Latincsics, Business Manager  
Peter Tanaka, 1<sup>st</sup> Selectman  
Phil Stevens, Superintendent  
James Callaghan, Director, Parks & Recreation

Residents present.

1. **Call to Order**

Bruce Lawler called the meeting to order at 7:42PM.

2. **Seating of Alternates (if needed):**

Ms. Mailhos motioned to seat Ms. Rothausen for Ms. Summers.

Mr. Ross seconded the motion.

Discussion: none

All in favor. Motion passed unanimously.

Mr. Prusak motioned to seat Ms. Miller for Mr. Parsell.

Mr. Ross seconded the motion.

Discussion: none

All in favor. Motion passed unanimously.

3. **Approval of Minutes**

- o March 21, 2024

Mr. Ross motioned to accept the minutes of the March 21, 2024 meetings as presented.

Mr. Prusak seconded the motion.

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**Edits: none**

**All in favor. Motion passed unanimously.**

- March 28, 2024

**Ms. Mailhos motioned to accept the minutes of the March 28, 2024 meetings as presented.**

**Ms. Rothauser seconded the motion.**

**Discussion: none**

**In favor: Mailhos, Prusak, Lawler, Ross, Rothauser**

**Opposed: none**

**Abstentions: Miller**

**Motion passed.**

#### **4. Present to Speak:**

James Marshall, Fisher Hill Road, commented on behalf of the Emergency Facilities Building Committee. This evening the Board will nominate a Representative and he urged the members to consider someone who does not have a close affiliation with either fire department.

#### **5. Old Business**

- BOF Representative for Emergency Services Facilities Building Committee  
Mr. Lawler provided background information on this item.  
Mr. Lawler volunteered to be the BOF Representative for the Committee.

Mr. Tanaka noted that the meeting schedule is yet to be determined and reviewed the makeup of the Committee (1 member from the BOS, 1 member from the BOF, 4 community members, 2 members from each fire department, 2 non-voting alternates from each fire departments).

Ms. Mailhos noted that thus far there is little diversity of members. Mr. Tanaka noted that they are pulling from a volunteer pool which is not diverse.

Ms. Rothauser volunteered to be the BOF Representative for the Committee.

**Mr. Prusak nominated Mr. Lawler as the BOF Representative for the Emergency Services Facilities Building Committee.**

**Ms. Miller seconded.**

**Ms. Mailhos nominated Ms. Rothauser as the BOF Representative for the Emergency Services Facilities Building Committee.**

**Mr. Prusak seconded.**

**There were no additional nominations.**

**Nominations were closed.**

**Roll call vote in favor of appointing Ms. Rothauser as the BOF Representative for the Emergency Services Facilities Building Committee.**

**In favor: Mailhos, Ross, Rothauser**

**Opposed: Prusak, Miller, Lawler**

**Abstentions: none**

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(3-3)

Roll call vote in favor of appointing Mr. Lawler as the BOF Representative for the Emergency Services Facilities Building Committee.

In favor: Miller, Prusak, Lawler

Opposed: Mailhos, Rothauser, Ross

Abstentions: none

(3-3)

The Board failed to select a Representative.

The Board of Selectmen will take it under advisement at its April 15, 2024, meeting.

Mr. Tanaka confirmed that if appropriate, both nominees could be appointed.

## 6. New Business:

### o Budget Discussion

Superintendent Stevens commented that he feels that people do not have the necessary information. While he does not know what the town needs to do, something needs to change. Voters do not know what is going on and will only see the mill increase. He is unsure as to what else he can do as the Superintendent to get the message out about the reality and why the budget is so high. Taxpayers are not getting the information and short of a mailing, that costs thousands of dollars, something needs to change so people have the information and the whole story.

Mr. Lawler noted that the vast majority of people are not engaged. In terms of communication, there is no longer a newspaper and on social media, people are divided into groups so the only option would be to do a mailing.

Ms. Mailhos noted that in 2009, the BOS, BOE, and BOF Chairs drafted a letter with a united voice. It was a good model.

A discussion took place regarding how to communicate the information to the townspeople. Ideas included writing a letter to engage more people. A brief discussion took place regarding the annual report as well. It was noted that while information may be shared electronically and posted online, physical copies should be available in the Library and the Senior Center. Printing costs were discussed. A discussion continued about sharing information about the budget including highlighting budget drivers. Superintendent Stevens noted that he would research the options including something that would hit people's mailboxes. Perhaps, various departments could contribute to cover the cost. That said, it would not have an impact this year.

### o Budget Adjustments, if needed -none

### o Financial Report: March FY 2023-24

Ms. Latincsics noted that revenue is performing well. Investment income and Licensing, Fees, & Permits, as well as Other Revenue are all more than was budgeted. Expenditures are tracking year-to-date and there are no concerns at this time.

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- Request for BOF to recommend BOS to move an appropriation to Town Meeting: \$27,049 for school repair projects out of the \$1 million in CIP FY2023-2024. Superintendent Stevens noted that this was approved by the BOE on Tuesday in an effort to get some money back for repairs which were budgeted and completed. The BOE has approximately an \$800K hole this year that has been filled with grants, transfers, and non-lapsing funds. Around \$24K in repairs have been made and if the request passes, it would bring the money back into the BOE budget and assist in managing the \$800K hole. Superintendent Stevens noted that he has pulled from everywhere possible to fill the gap without going before the Board. Of the \$27K, only one project has not yet been done, a boiler repair, but should be addressed.

Mr. Prusak motioned to recommend that the Board of Selectmen call a Town Meeting to appropriate \$27,049 from the Capital Reserve Fund to 04-4050-001: School Repair Projects. These funds are to come out of the million dollar set aside for School Projects in CIP FY 2023-2024.

Mr. Ross seconded the motion.

Discussion: none

A roll call vote was taken. Motion passed unanimously.

Ms. Rothauser motioned to cancel the Board of Finance meeting scheduled for April 18, 2024.

Ms. Miller seconded the motion.

Discussion: none

All in favor. Motion passed unanimously.

7. Correspondence: none

8. Present to Speak -none.

9. Good and Welfare:

Mr. Lawler thanked everyone for their work on the budget and looks forward to working with them next year.

10. Adjournment:

Mr. Ross motioned to adjourn at 8:21pm.

Mr. Prusak seconded the motion.

Motion passed (6-0-0).

Respectfully submitted,

*Lisa Pascuzzi*

Lisa Pascuzzi

Recording Secretary

RECEIVED  
WILLINGTON, CT.

2024 APR 18 A 8:00

*[Signature]*  
TOWN CLERK