

**COMMITTEE OF THE CHAIRS**  
**Meeting Minutes**  
**January 3, 2018 at 4:30 p.m.**  
**Town Hall – Finance Department Conference Room**

**Present:** Christopher Palmieri, Brian Goralski (arrival at 4:55 p.m.), John Leary (via teleconference), Michael DelSanto, Timothy Connellan, Mark Sciota

Call to Order

Chairman Palmieri called the meeting to order at 4:30.

Approval of Meeting Minutes

A motion was made to approve the minutes of the December 6, 2017 meeting. The motion was seconded and unanimously approved.

Board Communications

Chairman Palmieri asked Chairman DelSanto to update the Committee on the first Planning and Zoning meeting without the Town Attorney. He stated though there will be some issues that will arise, the meeting went well. He will be requesting through the Town Manager's office a legal opinion from the Town Attorney.

Chairman Goralski notified the Board that due to a matter that took place in the Town Hall parking lot he would be a little late.

Items for Discussion

Budget

The Town Manager and the Superintendent notified the Committee that they had a meeting with their respective finance officers and concluded that the current shortfall is approximately \$5.1 million. The Town Manager stated that the State deficit has risen from \$204 million to \$224 million since our last meeting.

Chairman Leary stated that his Board's consensus is that the \$3 million contingency will be reviewed at its January, March and May meetings, with \$1 million being discussed at each meeting. During the January meeting, \$1 million of the contingency as well as approximately \$2.5 million of the ECS monies will be discussed.

Human Resource Department

Chairman Palmieri reported that Michelle Passamano has been hired as the Human Resource Manager for the Board of Education and Town government. He also stated

that the closing date for the posting of the Assistant to the Human Resource Manager will be January 12, 2018. That is an internal posting through the Town government side.

All members are pleased about the collaboration between the Manager's office and the Superintendent's office and hope for more collaboration in the future.

Fire Department

The issue of overtime was discussed. A positive result at the last Board of Finance meeting is that the Board of Fire Commissioners attempted to use transfers for a portion of the overtime expenses. There is still a great concern from all members that overtime is not under control.

Chairman Palmieri explained to the Committee that the search for a Fire Chief has been unsuccessful, therefore Chairman Palmieri discussed the Board of Fire Commissioners' request of the Board of Finance and the Town Council for an internal transfer of \$25,000 to perform a professional search for a Fire Chief. Both Chairman Leary and Chairman Palmieri expressed their support and it would follow the normal process for a transfer.

Public Communications

None

Old Business

None

New Business

None

Adjournment

A motion was made to adjourn.