

EHHD Finance Committee
Special Meeting
Minutes – DRAFT
December 5, 2024
Mansfield Town Hall, Conference Room A

Call to order at 10:45AM

Members present: J Elsesser, R Aylesworth (virtually), J Rupert (virtually), Cathryn Silver-Smith

Staff present: R Miller, A Backhaus (Virtually)

R Aylesworth MOVED, and J Rupert seconded to approve the November 20, 2023 minutes as presented. Motion PASSED unanimously.

R Miller presented the financial report for the period ending September 30, 2024. R Aylesworth MOVED, and J Elsesser seconded to accept the financial report as presented. Motion PASSED unanimously.

R Miller presented the Proposed FY25/26 Operating, Fee Schedule, and Capital Non-recurring Budgets. Proposed budget highlights include:

- A 7.0% increase in spending for a total proposal of \$1,080,293 in operations.
- A 5.0 % increase in the member town per capita rate to \$6.25.
- This budget provides incremental increase services to meet new mandates
- Proposed total Capital non-recurring spending of \$65,000.

Discussion on the proposed budget ensued.

By consensus the committee requested that the *Fee Schedule* be re-titled to *Cost Recovery Fee Schedule*.

Discussion regarding the assumptions on page 4 of the budget document, “EHHD Estimated Statement of Revenues, Expenditures and Changes in Fund Balance” ensued. By consensus the *assumptions* outlined in the table as presented are accepted.

Discussion ensued regarding .5 % pay roll tax established by the CT Paid Leave Act. Some committee member sentiment was expressed that the health district should not incur expense. By consensus the expense will remain in the proposed budget for discussion by the full board.

Discussion ensued regarding the proposed reclassification of the Sanitarian II position. Concern was expressed regarding the temporary nature of the reclassification and the possibility that the succession plan may not work, e.g. person hired could leave, or not demonstrate over time the skills needed to be Director. Again, by consensus this proposal will remain in the budget for discussion by the full board.

Ryan Aylesworth left the meeting at 11:55 AM.

J Rupert expressed concern with the total percent increase in spending of 7%. He felt that spending reduction would be needed to support the budget.

A discussion ensued regarding what specific spending reductions could be made.

C Silver-Smith MOVED, and J Rupert seconded to move the budget forward for full Board consideration with the following budget changes:

- Reduce the Assistant Director of Health Position salary/benefit appropriation by \$5,400
- Reduce the transfer from the GF to the CNR Fund by \$3,000
- The above spending reductions shall offset the proposed increase to the member town per capita rate.

The motion PASSED, unanimously.

Meeting adjourned at 12:05 pm.

Respectfully submitted,

Robert Miller

Secretary