

**MINUTES OF THE ANNUAL BUDGET MEETING OF THE WOODRIDGE LAKE SEWER DISTRICT HELD TUESDAY,  
MAY 12, 2020 AT 3:00PM HELD REMOTELY THROUGH ZOOM VIDEO CONFERENCING**

**CALL TO ORDER:** Raymond A. Turri, President of the Board of Directors of the Woodridge Lake Sewer District called the meeting to order at 3:00PM.

**ATTENDANCE:** Because of the Executive Order 71 (EO) stated below, the Board sent out the proposed budget and letter to the taxpayers stating the requirements of this year's budget and new budget process. The invitation to attend the budget meeting via zoom was stated in this mailing.

Board members serving at this meeting were Raymond Turri, James Mersfelder, Alfred Shull, Richard Reis and Jeff Clark, also attending were Plant Superintendent Mark Theriault and Tax Collector/Clerk Laurie Mosley.

Raymond Turri wanted to make a statement reminding all that our Governor had issued Executive Order 71 which stated the following:

**Suspension of In-Person Budget Adoption Requirements for Municipalities.** Notwithstanding any contrary provision of the Connecticut General Statutes, including Title 7, or any special act, municipal charter or ordinance that conflicts with this order, the legislative body of a municipality or, in a municipality where the legislative body is a town meeting, the board of selectmen, shall authorize the budget-making authority within said municipality to adopt a budget for the July 1, 2020 — June 30, 2021 fiscal year and to set a mill rate sufficient, in addition to the other estimated yearly income of such town and in addition to such revenue surplus, if any, as may be appropriated, not only to pay the expenses of the municipality for said fiscal year, but also to absorb the revenue deficit of such town, if any, at the beginning of said fiscal year without holding votes required by charter or without complying with any in-person budget adoption requirements, including but not limited to, annual town meetings requiring votes, referendum, and special town meetings. In so acting, the budget-making authority of the municipality shall comply with public meeting requirements consistent with requirements set forth in Executive Order 7B and shall thereby take all reasonable steps to publicize the draft municipal budget for said fiscal year and to receive public comment thereon, including but not limited to publishing draft budgets on the website and providing an email address or other means for the public to submit timely comments on the proposed budget.

Allowance of Suspension of In-Person Voting Requirements for Critical and Time Sensitive Municipal Fiscal Deadlines. Notwithstanding any contrary provision of the Connecticut General Statutes, including Title 7, or any special act, municipal charter, ordinance or resolution that conflicts with this order, the legislative body of a municipality, or in a municipality where the legislative body is a town meeting other than a representative town meeting, the board of selectmen, and the budget-making authority of said municipality if different from the legislative body or board of selectmen, by majority vote of each such body, as applicable, may authorize (i) any supplemental, additional or special appropriations under Section 7-348 of the Connecticut General Statutes or comparable provisions of any special act, municipal charter or ordinance, (ii) any tax anticipation notes to be issued under Section 7-405a of the Connecticut General Statutes or comparable provisions of any special act, municipal charter or ordinance, or (iii) municipal general obligation bonds or notes to be issued in anticipation of such bonds to be issued pursuant to Chapter 109 of the Connecticut General Statutes for capital improvement purposes, without complying with any requirements for in-person approval by electors or taxpayers, including but not limited to, annual or special town meetings requiring votes or referenda. Notwithstanding the foregoing, if the legislative body and budget-making authority, if they are separate entities, are taking any action specified in (ii) or (iii) above, or any action under CO above, which involves an

appropriation in an amount in excess of 1% of the current year's total municipal budget without complying with any in-person approval requirements normally required by statute, special act, municipal charter, ordinance or resolution, such body(ies) shall make specific findings that such actions are necessary to permit the orderly operation of the municipality and that there is a need to act immediately and during the duration of the public health and civil preparedness emergency in order to avoid endangering public health and welfare, prevent significant financial loss, or that action is otherwise necessary for the protection of persons and property within the municipality. In so acting, the legislative body and, if different from the legislative body, the budget-making authority of the municipality, shall comply with open meeting requirements set forth in Executive Order No. 7B. All conditions precedent to any such approval, including without limitation, public notices, hearings or presentations, shall proceed in a manner as closely consistent with the applicable statutes, special acts, town charters, municipal ordinances, resolutions or procedures as possible, and in compliance with the open meeting provisions set forth in Executive Order 7B. Nothing in this order shall be construed to prohibit a municipality from conducting any in-person meeting, approval process, or referendum, provided such municipality first consults with local or state public health officials and conducts such meeting, approval process, or referendum in a way that significantly reduces the risk of transmission of COVID-19.

In the letter, the Board asked for feedback on the budget via email. Raymond asked Laurie Mosley if any had been received, none had been received. No WLSD tax payers other than the Board were in attendance at this meeting.

**Item #1 on the Agenda** – The adopting of the Annual Budget for the fiscal year to run from July 1, 2020 to June 30, 2021: Presented for adoption was the proposed operating budget of \$1,295,918. The said budget is filed with these minutes.

**A MOTION WAS MADE BY** Richard Reis seconded by Jeff Clark to adopt the proposed operating budget of \$1,295,918 for fiscal year July 1, 2020 June 30, 2021. There was no discussion. **THE MOTION CARRIED.**

**Item #2:** The laying of the tax rate of \$1,234,718 to be collected in taxes for Fiscal Year 2020/2021.

**A MOTION WAS MADE** by Alfred Shull seconded by Richard Reis to lay the tax rate of \$1,234,718 to be collected in taxes for Fiscal Year July 1, 2020 through June 30, 2021. No discussion. **THE MOTION CARRIED.**

**Item #3:** The fixing of the tax rate of 4.7 mils for said fiscal year July 1, 2020 through June 30, 2021 based on the October 1, 2019 Grand List of the Woodridge Lake Sewer District.

**A MOTION WAS MADE BY** Richard Reis seconded by Jeff Clark to set a tax rate of 4.7 Milis for fiscal year July 1, 2019 through June 30, 2020 based on the October 1, 2019 Grand List for the Woodridge Lake Sewer District. No discussion, **THE MOTION CARRIED.**

**Item 4#:** To approve a resolution to provide for the re-appropriation of previously approved capital funding for the completion of the planned projects and engineering for the final long term solution to the disposal of the Woodridge Lake Sewer District wastewater. That number is \$2,080,560.

**MOTION WAS MADE BY** Richard Reis seconded by Alfred Shull to approve a resolution to provide for the re-appropriation of previously approved capital funding for the completion of the planned projects and engineering for the final long term solution to the disposal of the Woodridge Lake Sewer District wastewater. No discussion **THE MOTION CARRIED.**

**Item #5:** To consider a resolution providing for the District and or Authority for interim borrowing in anticipation of taxes.

**MOTION WAS MADE BY** Richard Reis seconded by James Mersfelder to approve a resolution providing the District and or Authority interim borrowing in anticipation of taxes. No discussion, **THE MOTION CARRIED.**

**Item #6: Other business.** President Raymond Turri asked if there was any other business to come before the Board. There was no other business brought before the Board.

**MOTION WAS MADE BY** Jeff Clark, seconded by James Mersfelder to adjourn the meeting at 3:05PM. No discussion, **THE MOTION CARRIED.**

Respectfully submitted,

Laurie Mosley, Recording Clerk

Alfred Shull, Clerk

**WLSD 2020/2021 Proposed Budget Summary**  
As of March 31, 2020

	2019/2020	2019/2020	2020/2021	Budget to Budget
		Projected	Proposed	Variance
Description	Budget	Forecast	Budget	2020/2021 - 2019/2020 Fav (UnFav)
<b>Operating Budget</b>				
<b>Revenues</b>				
Sewer assessment taxation	\$1,236,198	\$1,241,116	\$1,241,418	\$5,221
Investment Income	\$1,080	\$4,747	\$3,000	\$1,920
Other Income	\$45,400	\$45,679	\$48,000	\$2,600
Sewer permit fees & connection Charge	\$3,500	\$1,235	\$3,500	\$0
<b>Total revenue</b>	<b>\$1,286,178</b>	<b>\$1,292,777</b>	<b>\$1,295,918</b>	<b>\$9,741</b>
<b>Expenditures</b>				
Personnel	(\$417,500)	(\$422,395)	(\$421,000)	(\$3,500)
Power & heat	(\$90,500)	(\$89,652)	(\$93,700)	(\$3,200)
Plant & collection system maintenance	(\$95,000)	(\$108,373)	(\$98,900)	(\$3,900)
Other expense	(\$45,680)	(\$46,484)	(\$45,480)	\$200
Office lease and other expense	(\$20,900)	(\$16,641)	(\$18,400)	\$2,500
Insurance	(\$76,000)	(\$57,788)	(\$65,100)	\$10,900
Prof-Legal & Acctg & Computer	(\$52,700)	(\$55,055)	(\$49,600)	\$3,100
<b>Total expenditures</b>	<b>(\$798,280)</b>	<b>(\$796,387)</b>	<b>(\$792,180)</b>	<b>\$6,100</b>
<b>Debt Service</b>				
Principal	(\$10,196)	(\$10,196)	(\$10,196)	\$0
Interest	(\$123,146)	(\$4,408)	(\$28,649)	\$94,497
<b>Total Debt Service</b>	<b>(\$133,341)</b>	<b>(\$14,604)</b>	<b>(\$38,845)</b>	<b>\$94,497</b>
<b>Available to Transfer to Capital Fund</b>	<b>\$364,752</b>	<b>\$491,982</b>	<b>\$475,089</b>	<b>\$110,337</b>
<b>Capital Outlay</b>				
<b>Expenditures</b>				
TORR PIPELINE- ADMIN & LEGAL	\$0	\$0	\$0	\$0
TORR PIPELINE- ENGINEER DESIGN	\$95,230	(\$17,486)	\$0	(\$95,230)
TORR PIPELINE- ARCH/ENG FEES	(\$612,820)	\$0	\$0	\$612,820
TORR PIPELINE-CONSTRUCTION	(\$5,900,000)	\$0	\$0	\$5,900,000
COLLECTION SYS FLOW MONITORING	\$0	\$0	\$0	\$0
CLEAN & TV 4 MILES OF COLL SYS	(\$40,000)	(\$68,866)	(\$40,000)	\$0
REPAIR 4 MILES OF COLL SYS	(\$100,000)	(\$115,620)	(\$100,000)	\$0
SONAR TESTING PS FORCED MAIN	\$0	\$0	\$0	\$0
SNOW PLOW & SANDING EQUIPMENT	\$0	\$0	\$0	\$0
WET WELL REPAIRS	(\$40,000)	(\$23,930)	\$0	\$40,000
PUMP STATION REROOF	\$0	\$0	\$0	\$0
FLOW METER-PUMP STATION	\$0	\$0	\$0	\$0
COMPUTERS (2 DESKTOPS)	(\$5,000)	(\$3,685)	\$0	\$5,000
PER/EA/ER	\$0	(\$48,843)	\$0	\$0
LITCHFIELD INTERCEPTOR MONITOR	\$0	(\$56,162)	\$0	\$0
Litch Pipeline - Design Phase	\$0	\$0	(\$2,080,560)	(\$2,080,560)
Vehicle Replacement	\$0	\$0	\$0	\$0
MISC CAPITAL	\$0	\$0	(\$25,000)	(\$25,000)
<b>Total Expenditures</b>	<b>(\$6,602,591)</b>	<b>(\$334,591)</b>	<b>(\$2,220,560)</b>	<b>\$4,382,031</b>
<b>Excess (Deficiency) of revenues over expenditures</b>	<b>(\$6,248,034)</b>	<b>\$147,195</b>	<b>(\$1,755,666)</b>	<b>\$4,492,368</b>
<b>Cash Flow</b>				
Starting Cash Balance	\$117,649	\$299,331	\$459,971	\$342,321
Taxes Collected	\$1,221,189	\$1,218,677	\$1,238,189	\$16,999
Expenses	(\$798,280)	(\$796,387)	(\$792,180)	\$6,100
Debt Service	(\$114,450)	(\$14,604)	(\$38,845)	\$75,605
Capital Expense	(\$6,602,591)	(\$334,591)	(\$2,245,560)	\$4,357,031
Capital Income (Loan Drawdown, etc.)	\$6,219,802	\$0	\$1,417,225	(\$4,802,577)
Other Income	\$56,680	\$59,002	\$61,200	\$4,520
Cash Adjustments (CWF grant less prepaid environmental insurance)	\$0	\$28,544	\$0	\$0
<b>Ending Fund Balance</b>	<b>\$100,000</b>	<b>\$459,971</b>	<b>\$100,000</b>	<b>(\$0)</b>

Note: Negative numbers are cash flow out