

MEETING MINUTES
Board of Finance – Regular Meeting
June 12, 2018 @ 7:00PM

I. Chairman Fitzgerald called the meeting to order @ 7:01 PM

Members Present: Jim Fitzgerald – Chairman, Dan Charest, Steve Tuxbury, Reggie Smith, Regina Wexler, Alternate – Kerry Guilfoyle

Members Absent: Ben Witte, Alternates Bart Baxter and Paul LeClair

Public attending: Laura Garay, Bob Howson, Katherine Boughton (Reporter) and Denton Butler (WPCA Chair)

II. Kerry Guilfoyle was seated for Ben Witte

III. The May 10, 2018 Board of Finance Special Meeting Minutes

Motion by Steve Tuxbury, second by Regina Wexler to approve the minutes.

All in favor:

Yea: Steve Tuxbury, Dan Charest, Reggie Smith, Jim Fitzgerald

Nay: none

Abstained: Kerry Guilfoyle

Motion Passed

IV. Opportunity for Public Comment: None

V. Reports:

a. Bookkeeper's Report – Annie Witte – Submitted to the BOF on 6-12-2018 via email

The Board of Finance requests period to period comparisons on all actual expenditures. The Board of Finance requires that all reports be submitted to the Board of Finance well in advance of the monthly Board of Finance meetings, and not the day of, or the day before.

Motion by Regina Wexler, second by Kerry Guilfoyle that the Bookkeeper add a "Prior YTD" column next to the YTD column on all Expenditure Reports submitted to the Board of Finance

All in Favor: Unanimous – Motion Passed

- b. First Selectman's Report – Dan Jerram, submitted via email on 6-12-2018, Dan Jerram unable to attend due to travel
- VI. Discuss and take any action regarding line-item transfers for consideration and approval by the BOF for the current 2017-2018 fiscal year – None submitted
- VII. BOF Expense: Discuss and take any action on selection of BOF Legal Representation (**CHAPTER 106 TOWN BOARDS OF FINANCE**
https://www.cga.ct.gov/current/pub/chap_106.htm
Sec. 7-341. Oath. Expenses. The members of the board of finance shall be sworn to a faithful performance of their duties. No member shall receive compensation for his services as such, but the necessary expenses of the board, when approved, shall be paid by the town.) – No Discussion, Chair waiting on a couple of commitment letters.
- VIII. WPCA – Chairman Fitzgerald submitted the recent story regarding the WPCA, published on 6-11-2018 in the Republican American Newspaper. Denton Butler was present and provided a snapshot of some historical issue the WPCA faced and provided some input as to the progress on the sale of the assets.
- IX. Motion to adjourn by Reggie Smith, second by Kerry Guilfoyle**
- All in favor; Unanimous**
Meeting adjourned at 7:57 PM

Respectfully submitted on Wednesday, June 13, 2018

Jim Fitzgerald, Chairman
Board of Finance