

**APPROVED
UNAPPROVED MINUTES
BOARD OF FINANCE
May 12, 2022**

CALL TO ORDER

The Chairman called the Board of Finance virtual meeting to order at 7:00 p.m. via Zoom. All joined in the Pledge of Allegiance and a moment of silence.

PUBLIC COMMENT

There was no public comment.

ATTENDANCE

The Clerk called the roll and recorded the following:

Present

Michael Barker
Elaine Hammers
Marty Isaac
Scott Zimov
Lainie McHugh
Paul Timpanelli
Vincent DeGennaro – Alternate
Christine El Eris – Alternate

Absent

Marc Mascola – Alternate

Also present:

Vicki Tesoro, First Selectman; Maria Pires, Director of Finance; Daniel Schopick, Esq., Town Attorney; Kathleen McGannon, Chief Administrative Officer; Anthony Musto, Town Treasurer; Rebeca Lopez, Auditor; George Estrada, Public Works Director; Dmitri Paris, Parks and Recreation Supervisor; Kate Donahue, TCTV

Mr. Timpanelli moved, seconded by Mr. Barker, to take item 5-22-02 out of order.

By unanimous consent, the motion carried.

05-22-02 - 2021-2022 TRANSFER

Mr. Timpanelli moved, seconded by Mr. Barker to transfer \$8,500 from #01060800-522202 Services & Fees-Professional to #01060800-581888 Capital Outlay \$8,500 to upgrade to a streaming server.

Ms. Donahue of TCTV spoke to the Board indicating they would like to build out the platform of TCTV due to the hybrid meetings being held. She went on to add that some meetings can be seen live streamed and others can be seen on TCTV; however, they want to make it possible for those without cable to view all TCTV programming. They would take the unused funds currently in the videographers account in order to pay for the upgrade.

By unanimous consent, the motion passed.

INTERNAL AUDITOR'S UPDATE – Rebeca Lopez

Ms. Lopez presented her report CIP Bond Analysis Review to the Board. To access, use the following link: <https://www.trumbull-ct.gov/215/Internal-Audit> then scroll down to access the report under Documents. <https://www.trumbull-ct.gov/DocumentCenter/View/4843/2021-01-Trumbull-Special-Agency-Revenue-Funds-Update-PDF>

Ms. Lopez also provided a summary on the Escheatment work that she performed as well as the proposed 2023 Annual Audit Plan.

TOWN TREASURER'S REPORT – Anthony Musto

Mr. Musto presented his report, indicating the biggest change is the Newtown Savings Bank account. The interest rate we are getting at Newtown is higher than Peoples, who has not kept up. We closed the Peoples Gold account but transferred the funds back to the Peoples General account. We are gradually moving the funds from Peoples into Newtown; however, Peoples continues to be our bank. The tax receipts go into that account and each week we move the funds over to Newtown. It was noted that the ROI being shown on the report (\$250,000) should be higher (\$300,000) based on the budgeted income from the last FY budget.

05-22-01 2021-2022 SUPPLEMENTAL APPROPRIATION

Mr. Timpanelli moved, seconded by Mr. Barker, to appropriated \$62,070 from the General Fund to #01080600-578803 Maintenance/Repairs-Program Related \$62,070 to fund the evaluation and engineering report to assess the viability and action plan of the Hillcrest Pool.

Mr. Paris, Superintendent of Parks and Recreation, spoke to the Board regarding the problems with the Hillcrest pool. In an effort to isolate the problems so they could move ahead with an action plan for the repairs, they needed to have an evaluation and engineering report done. To do so, they used funds from the 578803 account normally used for summer pool supplies, knowing that we would need to reimburse the account in order to open the town pools this summer. In addressing this emergency situation with the pool it became an ongoing process, which no one thought would be so costly.

The Clerk called the roll and recorded the votes as follows:

	AYE	NAY
Paul Timpanelli	x	
Michael Barker	x	
Marty Isaac	x	
Elaine Hammers		x
Scott Zimov		x
Lainie McHugh	x	

Vote: 4-2 (opposed: Hammers; Zimov) motion passed.

DISCUSSION ITEMS

• **Tree Warden Report – Dmitri Paris**

Mr. Paris turned the meeting over to Mr. Estrada to address the financial report on the expenses. He asked that they return next month, with the data they have collected, and sufficient information to present so the Board will understand how they determine what they must do each year and why. He indicated that they would forward the information to the Board in advance of the next meeting, so they will be able to prepare their questions.

• **Budget to Actual Expenditures FY 2022'**

Ms. Pires addressed the overages on the Budget to Actual Report.

- Seasonal Salaries are over budget in some departments due to vacant full time positions and covered by full time salaries.
- Purchasing is over budget due to workload with the BOE.
- Technology is over budget due to zoom meetings, etc.
- Police overtime is over budget and covered by full time salaries.
- Contributions is over due to CCM – they will reimburse.
- Public works seasonal is over budget and covered by full time.
- Fire Marshal is over budget due to a retirement payout covered by contingency.
- The snow account is over budget \$219,000 and we should be able to close this out next month.
- Public Works Maintenance and Ancillary are over budget for the extended cleaning due to COVID 19.
- Expenses for the year are showing under \$1,700,000

• **Revenue Report FY 2022**

- No discussion.

APPROVAL OF MINUTES – April 14, 2022, 2022 Budget Vote

By unanimous consent, the Board approved the Minutes of the April 14, 2022 meeting, as presented.

SECURITY CAMERA (executive session) – Dmitri Paris

At 9:10 P.M., the following Individuals moved into executive session:

- First Selectman Tesoro
- Maria Pires, Finance Director
- Kathleen McGannon, Chief Administrative Officer
- Daniel Schopick, Esq., Town Attorney
- George Estrada, Public Works Director
- Dmitri Paris, Parks and Recreation Supervisor
- Elaine Hammers, BOF
- Marty Isaac, BOF
- Scott Zimov, BOF
- Lainie McHugh, BOF
- Paul Timpanelli, BOF
- Michael Barker, BOF
- Vincent DeGennaro – Alternate
- Christine El Eris – Alternate

Mr. Timpanelli moved, seconded by Mr. Zimov, to come out of executive session at 9:45 P.M.

ADJOURNMENT

By unanimous consent, the meeting adjourned at 9:46 p.m.

Respectfully submitted

Phyllis C. Collier

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Board of Finance Clerk