

**MINUTES
BOARD OF FINANCE
REGULAR MEETING
CITY HALL AUDITORIUM / ZOOM
AUGUST 16, 2022**

Approved by Board of Finance
October 18, 2022
Vote: Unanimous
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A **REGULAR MEETING** of the Board of Finance was held on Tuesday, August 16, 2022. Attendance was by Zoom and in person. Present at City Hall were Mayor Elinor Carbone, Comptroller Robin Stanziale, Deputy Comptroller Kim Alves, Board of Finance Members James Wright, and Chris Beyus. Board of Finance Members Christopher Anderson and Lance Boynton joined via Zoom. Board of Finance Members Laurene Pesce and Mark Bushka were absent.

Mayor Carbone called the meeting to order at 5:09 p.m. beginning with the Pledge of Allegiance.

OPEN TO THE PUBLIC

On a motion by Mr. Beyus, seconded by Mr. Wright, the Board voted unanimously to open the meeting to the public. No members of the public were in attendance.

APPROVE MEETING MINUTES

On a motion by Mr. Wright, seconded by Mr. Boynton, the Board voted to accept the minutes of the regular meeting held on June 21, 2022. Mr. Beyus abstained from the vote.

EXPENSE REIMBURSEMENT POLICY

On a motion by Mr. Beyus, seconded by Mr. Wright, the Board voted unanimously to discuss the possible adoption of an Expense Reimbursement Policy for Police Department Extra Duty assignments. Mayor Carbone explained that these revenues would be from special events that the Police Officers would work extra duty for. She went on to say that these funds in the past had been tracked through the general fund, this policy would separate the funds to track the revenues and surpluses. These funds would go back to work for the taxpayers, any surpluses would be split between the vehicle replacement account and the traffic capital reserve account for infrastructure improvements. Mr. Beyus said that this makes sense because the City would be investing capital. Mr. Wright asked if it would be all functions that the PD did extra duty for, Mayor Carbone told him that it would include everything from traffic, parades, and extra support in schools. Mr. Boynton said that putting funds into the traffic light replacement fund would be beneficial to the City. Mr. Anderson wanted to know if there was a significant surplus and if the City would consider applying it to the pension or the OPEB liabilities, Mayor Carbone said that she would be open to more aggressive pension and OPEB liabilities. On a sub-motion by Mr. Beyus, seconded by Mr. Wright, the Board voted unanimously to adopt an Expense Reimbursement Policy for Police Department Extra Duty assignments, pending City Council approval.

FY 21-22 BUDGET AMENDMENTS

On a motion by Mr. Beyus, seconded by Mr. Wright, the Board voted unanimously to authorize the following budget transfer and amendment requests for FY 21-22 as further described in City Comptroller's letter dated August 15, 2022, having been previously approved by the City Council on August 15, 2022. Mr. Beyus asked if this was the last of the 21-22 transfers, City Comptroller Robin Stanziale said that these are the last of the department head requests and the final transfers out of the general fund. She went on to say that the 22-23 transfers will be the same because the Audit suggested doing the transfers at the beginning of the fiscal year, instead of at the end. Mr. Beyus said that he sees a lot of transfers from the capital reserves account, Mrs. Stanziale explained that the City needed to do these transfers for future purchases, for example, HVAC expenses.

FY 22-23 TRANSFER REQUESTS

On a motion by Mr. Wright, seconded by Mr. Beyus, the Board voted unanimously to authorize the following budget transfer and amendment requests for FY 22-23 as further described in City Comptroller's letter dated August 15, 2022, having been previously approved by the City Council on August 15, 2022. Mr. Beyus likes the new accounts set up for building maintenance, that way they would be broken down and transparent.

FY 22-23 BUDGET AMENDMENTS

On a motion by Mr. Wright, seconded by Mr. Beyus, the Board voted unanimously to authorize the following budget amendments for FY 22-23 as further described in City Comptroller's letter dated August 15, 2022, having been previously approved by the City Council on August 15, 2022. Mayor Carbone explained how these amendments were for the \$262,157 in budget adjustments from when the FY 22-23 Budget was adopted.

BUSINESS BY DEPARTMENT HEADS

On a motion by Mr. Beyus, seconded by Mr. Wright, the Board voted unanimously to consider business by department heads.

City Comptroller Robin Stanziale let the Board know that the Audit will be the second week of October. She also introduced Deputy Comptroller Kim Alves to the Board members who haven't met her yet.

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BUSINESS BY MAYOR & MEMBERS

On a motion by Mr. Beyus, seconded by Mr. Boynton, the Board voted unanimously to consider business by the Mayor and members of the Board of Finance.

Mr. Wright asked what the implications would be on taxpayers now that the water company was sold, Mayor Carbone let him know that as of this moment she hasn't had the chance to talk to Eversource but has plans to.

Mr. Boynton shared that he has sold his house in Torrington and will be moving out of the City. He thanked all the Board of Finance Members that he served with over the years. He went on to say that he will be resigning from the Board of Finance as of tonight's meeting.

ADJOURNMENT

On a motion by Mr. Boynton, seconded by Mr. Beyus, the Board voted unanimously to adjourn at 5:44 p.m.

*Respectfully submitted by
Heather Abraham, Asst. City Clerk*

ATTEST:


CAROL L. ANDERSON, CITY CLERK