

**MINUTES
BOARD OF FINANCE
REGULAR MEETING
CITY HALL AUDITORIUM / ZOOM
April 19, 2022**

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A **REGULAR MEETING** of the Board of Finance was held on Tuesday, April 19, 2022. Attendance was by Zoom and in person. Present at City Hall were Mayor Elinor Carbone, City Comptroller Robin Stanziale, Board of Finance Members James Wright, and Laurene Pesce. Board members Lance Boynton and Chris Beyus joined via Zoom. Members Christopher Anderson and Mark Bushka were absent.

Mayor Carbone called the meeting to order at 5:00 p.m. beginning with the Pledge of Allegiance.

OPEN TO THE PUBLIC

No members of the public were in attendance, so this was taken off the agenda.

APPROVE MEETING MINUTES

On a motion by Mr. Wright, seconded by Mr. Boynton, the Board voted unanimously to accept the meeting minutes from March 15, 2022.

IN-PERSON TRAINING FOR PERMITTING SOFTWARE

On a motion by Mrs. Pesce, seconded by Mr. Wright, the Board voted unanimously to authorize the expense of \$8,240 in Contingency Funds for in-person training for city personnel on permitting software from Central Square, previously approved by the City Council on April 4, 2022. Mr. Beyus wanted to know the balance in the Contingency Fund, Mayor Carbone let him know that it is \$150,000 currently. Mr. Boynton asked if this was going to be an annual training, Mayor Carbone told him that it will not be. When everyone is trained, there will be a written training manual for each department.

BUSINESS BY DEPARTMENT HEADS

On a motion by Mr. Wright, seconded by Mr. Beyus, the Board voted unanimously to consider business by department heads. City Comptroller Robin Stanziale let the Board know that the City Audit was finished and would be sent to the boards. She went on to say that her office is now fully staffed and that they are training the new hires now.

BUSINESS BY MAYOR & MEMBERS

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

Mr. Boynton asked for an update on the Blight Officer position that was modified a few years ago. Mayor Carbone said that two years into the job 130 properties have been cited and 120 have been brought into compliance. She also mentioned that currently there is roughly \$100,000 in the Blight Fund, which is a combination of fines, foreclosure sales, and other enforcement actions.

Mrs. Pesce asked about the employees' healthcare experience, and if employees are going to their annual appointments or screenings. Mayor Carbone said that she will consider having a Health Fair again at City Hall for employees to attend.

Mayor Carbone announced that the Budget Subcommittee has wrapped up the large department reviews and sent their recommendations back to department heads to make budget cuts. She went on to say that Level 2 Budget Report will be sent out in the next two weeks. She also gave the Board members the Board of Education Budget binder for the upcoming joint meeting.

ADJOURNMENT

On a motion by Mr. Boynton, seconded by Mrs. Pesce, the Board voted unanimously to adjourn at 5:28 p.m.

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

ATTEST:


CAROL L. ANDERSON, CITY CLERK