

**APPROVED  
MINUTES  
BOARD OF FINANCE MEETING  
April 13, 2023**

**CALL TO ORDER**

Chairman Lainie McHugh called the Board of Finance meeting to order at 7:05 p.m. in the Council Chambers. All joined in the Pledge of Allegiance followed by a moment of silence to remember Andy Palo, who passed away last evening.

**PUBLIC COMMENT**

There was no Public Comment

**ATTENDANCE**

**Present**

Marty Isaac  
Lainie McHugh  
Justin Scheuble  
Michael Barker  
Paul Timpanelli  
Marc Mascola – Alternate

**Absent**

Scott Zimov  
Vincent DeGennaro – Alternate  
Christine El Eris – Alternate

**Also present:**

Vicki Tesoro, First Selectman; Maria Pires, Director of Finance; Dan Schopick, Town Attorney

The Chair indicated Mr. Mascola would be voting for Mr. Zimov.

**INTERNAL AUDITOR'S UPDATE** – Rebeca Lopez

Ms. Lopez presented the [Trumbull Emergency Medical Services Cash Management Audit](#). To access this report, click on the link.

**TOWN TREASURER'S REPORT** – Anthony Musto

Mr. Musto was not available to present his report.

**04-23-01 FISCAL YEAR 2022-2023 – SUPPLEMENTAL APPROPRIATION**

Mr. Timpanelli moved seconded by Mr. Scheuble to appropriate \$40,000 from the General Fund to account 01030200-578802 Building Maintenance - Mntnce/Rep-Bldg & Equip. \$40,000 to fund the account for emergency repairs at various locations.

Mr. Estrada, Director of Public Works, spoke to the Board. He indicated that we use standard and basic repair figures when we do the annual budget and as the year goes on unforeseen problems occur especially in an aging infrastructure.

Vote: 6-0-0 motion carries

**04-23-02 FISCAL YEAR 2022-2023 – TRANSFER**

Mr. Timpanelli moved seconded by Mr. Scheuble to transfer \$123,204 from 01022600-501101 Salaries - FT to 01022600-501104 Salaries-Vacation per diem \$112,500 and to 01022600-501105 Salaries - OT \$10,704 to fund projected overages in Salaries per diem and OT due to FT vacancies.

There was no discussion and no questions were asked.

Vote: 6-0-0 motion carries

**DISCUSSION ITEMS**

• Tree Warden Report

235 jobs came into the system, according to the report. Completed refers to the job exiting the system; work not necessarily performed. All required investigation. All jobs are assigned a work reference number.

- Building Maintenance Report (see Report with supplemental) – used as back-up for the \$40,000 appropriation that was made and discussed at that time.
- Budget to Actual expenditures FY 2023 - Over budget accounts:
  - Positions are open in Assessor office and we need to transfer funds once filled.
  - Planning and Zoning position filled, with be transferring funds.
  - Police Department; salary only 68% spent not 75% so there are funds to transfer for overage.
  - Building Official – seasonal employee; once the position is filled, funds will be transferred from salaries to cover the overage.
  - Building Maintenance – we just appropriated \$40,000 in funds to cover this overage.
- Revenue Report FY 2023 – drivers of revenue are foreclosed properties, the Mall sale and Interest Income.
- Town Permits, Fees and Fines FY 2023 – no comment
- Fund Balance – surplus projected to be \$ 2.4 million at end of the fiscal year.

**APPROVAL OF MINUTES – March 9, 2023**

Mr. Barker moved, seconded by Mr. Scheubel to approve the March 9, 2023 minutes, as presented.

Vote: 5-0-1 (abstained: Timpanelli)

Mr. Barker moved seconded by Mr. Timpanelli to add the approval of the March 30, 2023 Budget Vote Minutes to the Agenda.

Vote: 6-0-0 motion carries

**APPROVAL OF BUDGET VOTE MINUTES – March 30, 2023**

Mr. Barker moved seconded by Mr. Timpanelli to approve the March 30, 2023 Budget Vote minutes as presented with the correct spelling of Justin Scheuble.

Vote: 6-0-0 Motion carries

**ADJOURNMENT**

By unanimous consent the meeting adjourned at 8:10 p.m.

Respectfully submitted,

*Phyllis C. Collier*

Clerk - Board of Finance