

**APPROVED
TOWN OF TRUMBULL
BOARD OF FINANCE
MINUTES
May 13, 2021**

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. The Chairman asked for a moment of silence for Larry LaConte, a former member of the Planning and Zoning Commission.

PUBLIC COMMENT

There was no public comment.

ATTENDANCE

The Chairman called the roll and the recorded it as follows:

Present

Michael Barker
Elaine Hammers
Steve Cho
Lainie McHugh
Paul Timpanelli
Vincent DeGennaro – Alternate
Christine El Eris – Alternate
Marc Mascola – Alternate

Absent

Marty Isaac

The Chairman indicated noted that Mr. DeGennaro would be voting for Mr. Isaac.

Also present:

Vicki Tesoro, First Selectman; Maria Pires, Director of Finance; Daniel Schopick, Esq., Town Attorney; C Kathleen McGannon, Chief Administrative Officer; Joe Gaudiano, Vice Chairman and Finance Chairman, Golf Commission; Roberto Librandi, Planning and Zoning

TOWN TREASURER'S REPORT – Anthony Musto

Mr. Musto presented his report and indicated the report represented 10 months into the fiscal year. He went on to add that there are no surprises; interest rates are still low and even the Stif is down. The rates are consistent; however, we won't meet the budgeted amount.

AUDITOR'S REPORT – Therese Keegan

Ms. Keegan indicated that she updated the Outstanding Findings report and was able to close 11 of the findings over the last 2 months. She is having a hard time getting information regarding the estimated completion dates. Due to Covid-19, people are not back in the office and, therefore, not able to collaborate on when the items will be closed. In addition, some processes have temporarily been changed due to Covid-19 but the underlying issues have not been resolved. Currently there are 154 findings and 83 are closed; 71 are still open. The Board of Education has not made progress on their open items that have been in process since the previous administration. Ms. Keegan indicated she has contacted them; however, they are not responding.

5-21-01 FISCAL YEAR 2020-2021 Transfer

Mr. Timpanelli moved, seconded by Mr. DeGennaro, to transfer \$16,000 from 21100000-522204 Services Contractual to 21100000-578801 Maintenance Services \$16,000. Transfer the unused funds originally budgeted for a new golf cart lease that was reduced when the Golf Commission was able to sell back old carts for a credit on the new lease to maintenance and program supplies for course upkeep.

Mr. Gaudio indicated that the budgeted amount for the new golf cart lease was \$16,000 more than needed, since they were able to sell back the old carts for a credit against the new lease, leaving a balance that they would like use towards maintenance and program supplies.

Vote: 6-0-0 motion carries by unanimous consent

5-21-02 FISCAL YEAR 2020-2021 Transfer

Mr. Timpanelli moved, seconded by Mr. DeGennaro, to transfer \$ 18,900 from 01012600-556601 Professional Development – Seminars; \$ 1000 from 01012600-556603 Professional Development- In House Training to 01012600-522202 Professional Services/Fees \$ 19,900 for the Microsoft Exchange 365 migration.

Mr. Chin indicated he would like to use the funds that were in the budget for Professional Development and not used this year to complete the migration to the Microsoft Exchange 365 this year. .

Vote: 6-0-0 motion carries by unanimous consent

5-21-03 FISCAL YEAR 2020-2021 Transfer

Mr. Timpanelli moved, seconded by Mr. DeGennaro, to transfer \$ 2,495 from 01014200-556601 Professional Development – Seminars to 01014200-581888 - Capital Outlay to Purchase a Map Printer and Scanner.

Mr. Librando indicated they would like to purchase a Map Printer and Scanner. The one they normally used was transferred with the Engineering Department and Inland Wetlands. The Map Printer and Scanner would benefit all the permitting departments, i.e., Fire Marshal and the Building Departments.

Vote: 6-0-0 motion carries by unanimous consent

DISCUSSION ITEMS

Board of Education – “Operating Agreement” regarding Non-Lapsing Fund

This **Operating Agreement** was presented by the Board of Education to the Board of Finance, in lieu of the MOU requested by the Board of Finance that was amended by the Board of Education, and subsequently amended by the Board of Finance at this meeting.

Mr. Barker moved, seconded by Mr. DeGennaro, to send the amended version of the Operating Agreement signed by all of the Board of Finance members to the Board of Education.

Vote: 6-0-0 motion carries by unanimous consent.

Expenses and Reimbursement

The Town spent approximately \$691,000 to date for **Covid-19**. We have been reimbursed \$661,000 with \$126,000 pending with the Federal Government. We will be reimbursed at 75%, so now it looks as though we are receiving more than we spent.

We spent \$505,000 for **Storm isaias** and will be reimbursed \$748,000. They gave us a percentage for the time we used our equipment, so we expect the full reimbursement of \$561,000.

Year to Date - Budget to Actual Report

Parks and Recreation Revenues are down \$290,000 due to Covid-19 and the activities that did not take place over the last year. In addition, expenditures are also down. We will be running the recreation programs this year as we have in the past. EMS revenue is down and so are their expenses.

APPROVAL OF MINUTES

April 8, 2021

Mr. Timpanelli moved, seconded by Ms. Hammers, to approve the April 8, 2021 Minutes as presented.

Vote: 6-0-0 motion carries by unanimous consent

April 21, 2021 – Budget Vote

Mr. Timpanelli moved, seconded by Mr. Barker, to approve the April 21, 2021 Minutes, amended as follows:

- Page 7: second grid roll call should be Elaine Hammers Nay and Steve Choi Nay.
- Page 11: 06 Education add roll call grid.

Vote: 6-0-0 motion carries by unanimous consent.

By unanimous consent, the meeting adjourned at 8:30 p.m.

Respectfully submitted,

Phyllis C. Collier

Phyllis C. Collier – Board of Finance Clerk