

**Amended and
Approved Minutes
BOARD OF FINANCE
September 15, 2022**

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 and a moment of silence.

PUBLIC COMMENT

No public comment.

ATTENDANCE

The Clerk recorded the following:

Present

Michael Barker
Scott Zimov
Lainie McHugh
Paul Timpanelli
Justin Scheuble
Vincent DeGennaro – Alternate
Christine El Eris – Alternate
Marc Mascola – Alternate

Absent

Marty Isaac

Also present:

Vicki Tesoro, First Selectman; Maria Pires, Director of Finance; Daniel Schopick, Esq., Town Attorney; Rebeca Lopez, Auditor.

Chairman McHugh indicated Ms. El Eris would be voting in place of Mr. Isaac. Mr. DeGennaro will vote in place of Mr. Isaac if Ms. El Eris is not able to vote.

INTERNAL AUDITOR'S UPDATE – Rebeca Lopez

The Internal Auditor presented the following report to the Board of Finance: **Police Department and Public Works – Highway Department Petty Cash Audit**. You can access this report here: <https://www.trumbull-ct.gov/215/Internal-Audit>

Ms. Lopez indicated she is currently working on the Planning and Zoning cash management audit. She will be finishing this up in November or December. She had a preliminary meeting with the Library and they were very receptive to having her review their processes. She went on to add that the Parks and Recreation department will be available to schedule a preliminary meeting in 8-12 weeks.

TOWN TREASURER'S REPORT – Anthony Musto

Mr. Musto was not present to give his report.

09-22-01 Fiscal Year 2021-2022 Supplemental Appropriation

Mr. Timpanelli moved, seconded by Mr. Zimov, to appropriate \$44,459 from the fund balance to the accounts listed on page 16 totaling \$44,459 for the year end closing. See attached.

By unanimous consent the motion was approved.

09-22-02 Fiscal Year End 2021-2022 Transfers

Mr. Timpanelli moved, seconded by Mr. Zimov, to transfer \$59,877 from Contingency 01013800-501116 to the accounts listed on page 18 totaling \$59,877 for the year end closing. See attached.

By unanimous consent the motion was approved.

09-22-03 Fiscal Year 2021-2022 Supplemental Appropriation

Mr. Timpanelli moved, seconded by Mr. Zimov, to appropriate \$68,560 from the fund balance to Maintenance – Repair Equipment/Building 01030200-578802 \$68,560 on page 20 for the year end closing. See attached.

By unanimous consent the motion was approved.

09-22-04 Fiscal Year End 2021-2022 Transfers

Mr. Timpanelli moved, seconded by Mr. Zimov, to transfer \$101,002 from the accounts listed on page 28 to the accounts listed on page 28 for \$101,002 for the year end closing. See attached.

By unanimous consent the motion was approved.

09-22-05 Fiscal Year End 2021-2022 Transfers

Mr. Timpanelli moved, seconded by Mr. Zimov, to transfer \$4,698 from Transportation Vehicle Repair 01030300-567722 to the accounts listed on page 30 for \$4,698 the year end closing. See attached.

By unanimous consent the motion was approved.

09-22-06 Fiscal Year End 2021-2022 Transfers

Mr. Timpanelli moved, seconded by Mr. Zimov, to transfer \$4,301 from the accounts listed on page 32 to the accounts listed on page 32 for \$4,301 for the year end closing. See attached.

By unanimous consent the motion was approved.

09-22-07 Fiscal Year End 2021-2022 Transfers

Mr. Timpanelli moved, seconded by Mr. Zimov, to transfer \$35,856 from the accounts listed on page 34 to the accounts listed on page 34 for \$35,856 for the year end closing. See attached.

By unanimous consent the motion was approved.

09-22-09 Fiscal Year End 2021-2022 Transfers

Mr. Timpanelli moved, seconded by Mr. Zimov, to transfer \$683 from the accounts listed on page 36 to the accounts listed on page 36 for \$683 for the year end closing. See attached.

By unanimous consent the motion was approved.

09-22-10 Fiscal Year End 2021-2022 Transfers

Mr. Timpanelli moved, seconded by Mr. Zimov, to transfer \$6,871 from the accounts listed on page 38 to the accounts listed on page 38 for \$6,871 for the year end closing. See attached.

By unanimous consent the transfer was approved.

09-22-11 Fiscal Year End 2021-2022 Transfers

Mr. Timpanelli moved, seconded by Mr. Zimov, to transfer \$15,168 from the accounts listed on page 40 to the accounts listed on page 40 for \$15,168 for the year end closing. See attached.

By unanimous consent the motion was approved.

Ms. El Eris moved, seconded by Mr. Zimov to amend the amount to \$27,734.

The motion to amend the amount was approved 6-0-0.

By unanimous consent the amended amount was approved.

09-22-12 Fiscal Year End 2021-2022 Transfers

Mr. Timpanelli moved, seconded by Mr. Zimov, to transfer \$251,986 from the accounts listed on page 42 to the accounts listed on page 42 for \$251,986 for the year end closing. See attached.

By unanimous consent the motion was approved.

09-22-13 Fiscal Year End 2021-2022 Transfers

Mr. Timpanelli moved, seconded by Mr. Zimov, to transfer \$4,133 from the accounts listed on page 44 to the accounts listed on page 44 for \$4,133 for the year end closing. See attached.

By unanimous consent the motion was approved.

09-22-14 Fiscal Year End 2021-2022 Transfers

Mr. Timpanelli moved, seconded by Mr. Zimov, to transfer \$7,000 from the accounts listed on page 46 to the accounts listed on page 46 for \$7,000 for the year end closing. See attached.

By unanimous consent the motion was approved.

09-22-15 Fiscal Year End 2021-2022 Transfers

Mr. Timpanelli moved, seconded by Mr. Zimov, to transfer \$3,304 from the accounts listed on page 48 to the accounts listed on page 48 for \$3,304 for the year end closing. See attached.

By unanimous consent the motion was approved.

09-22-16 to 09-22-40 Fiscal Year End 2021-2022 Transfers

Mr. Timpanelli moved, seconded by Mr. Zimov, to transfer \$ 608,463 from the accounts listed on pages 50-54 to the accounts listed on page 50-54 for \$ 608,463 for the year end closing. See attached.

By unanimous consent the motion was approved.

9-22-41 Fiscal Year End 2021-2022 Transfers

Mr. Timpanelli moved, seconded by Mr. Zimov, to transfer \$43,939 from the accounts listed on page 56 to the accounts listed on page 56 for \$43,939 for the year end closing. See attached.

By unanimous consent the motion was approved.

09-22-42 to 09-22-62 Fiscal Year End 2021-2022 Directors Transfers

Mr. Timpanelli moved, seconded by Mr. Zimov, to transfer \$7,903 from the accounts listed on pages 58-61 to the accounts listed on pages 58-61 for \$7,903 for the year end closing. See attached.

By unanimous consent the motion was approved.

DISCUSSION ITEMS

- Budget to Actual expenditures FY 2023 Pages 62-72
Ms. Pries indicated we should be at 18% for expenditures. Overages are attributed to filling positions with part time seasonal people.
- Revenues FY 2023 Pages 78-80
Ms. Pires indicated we generated \$50,000 in income from the sale of a vehicle.
- Town Permits, Fees and Fines FY 2023 Pages 81-82
Ms. Pires indicated that it is too early; we have only posted July, 2022 to date.

APPROVAL OF MINUTES

Mr. Timpanelli moved, seconded by Mr. Zimov, to approved the minutes of the June 9, 2022 and July 14, 2022 meetings.

The Chair indicated Mr. DeGennaro would be voting for Mr. Isaac.

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

Mr. Timpanelli moved, seconded by Mr. Zimov, to approved the minutes of the September 1, 2022 meeting.

The Chair indicated Ms. El Eris would be voting for Mr. Isaac.

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

ADJOURNMENT

By unanimous consent, the meeting adjourned at 8:00 pm.

Respectfully submitted,

Phyllis C. Collier

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B oard of Finance Clerk