

2023 MAR 21 A 8:38

Present: Chairman Glenn Patterson, John Sheehan, Ronald Fedor, Kevin Petchark, Joe Fillipetti, David Peabody and Robert Tuneski
Elected: First Selectman Robert Brule
Staff: Kimberly Allen, Director of Finance; Christine Walters, Human Resources Director; Jeffery Robillard, IT Manager; Susan Driscoll, Chairperson of the Retirement Commission; Maryellen McConnell, Recording Secretary.

1. Establishment of a quorum and call to order:

A quorum was established and the Budget Meeting of the Board of Finance was called to order at 7:00 pm on March 13, 2023.

2. Public Comment: No public comment

An opening statement regarding the budget process was made by Glenn Patterson, Chairman.

3. Standing Motion: A standing **motion** was made by John Sheehan and **seconded** by Ronald Fedor for Robert Tuneski and David Peabody to tentatively approve the budget requests for FY23/24 for the remainder of the budget meetings.

Vote: 7-0-0

Motion: Passed

4. Human Resources:

Since the Town has moved to from CIRMA to Travelers Insurance we have saved \$143,000, even with us paying for training. The Town lost access to CIRMA's free training, cost of training is \$5,100. The Board would like to see the Staffing Plan Report with a different title. This should include upcoming negotiations and an organization chart. This should also be part of the budget backup. Regarding Dues, Conference and Education, no specific courses are listed. Professional Fees, a blanket statement. Where are we listing jobs that need to be filled? Websites, newspapers, which ones are working the best for us?

Motion by Robert Tuneski and **seconded** by David Peabody to approve the Human Resources request for FY23/24 in the total amount of \$259,836.

Vote: 7-0-0

Motion: Passed

5. Finance Department:

We now have a printer contract where all toner and supplies come out of the Service Contract & Repair line. This has allowed the Office Supplies budget to decrease since we no longer have to order toner. Training Seminars, dates have not been made available yet. Dues, Conferences and Education line has an increase due to the Accountant 1 position going back to get a Master's Degree. This will be education reimbursement.

Motion by Robert Tuneski and **seconded** by David Peabody to approve the Finance Department budget request for FY23/24 in the total amount of \$747,721.

Vote: 7-0-0

Motion: Passed

6. A **motion** by Glenn Patterson and **seconded** by Robert Tuneski to revise tonight's agenda to move the Information Technology next so they do not have to wait until the end of the meeting.

Vote: 7-0-0

Motion: Passed

7. Information Technology:

The Board would like to see a personnel summary of employees, if you could provide this for the RTM and include it in their packets. IT is in the process of moving our Cloud services to Amazon Glacier Storage. Right now we are using discs and tapes and they are stored off site. Anti-virus technology that is in place will not have to be renewed until 2025.

Motion by Robert Tuneski and **seconded** by David Peabody to approve the Information Technology budget request for FY23/24 in the total amount of \$1,165,181.

Vote: 7-0-0

Motion: Passed

8. Retirement Commission:

Motion by Robert Tuneski and **seconded** by David Peabody to approve the Retirement Commission budget request for FY23/24 in the total amount of \$7,049,737.

Vote: 7-0-0

Motion: Passed

9. Insurance:

Motion by Robert Tuneski and **seconded** by David Peabody to approve Insurance budget request for FY23/24 in the total amount of \$5,105,505.

Vote: 7-0-0

Motion: Passed

10. Legal Department:

The Board inquired if we have received a bill from the Probate Courts. According to Kimberly Allen, Finance Director; we have not as of today.

Motion by Robert Tuneski and **seconded** by David Peabody to approve the Legal Department budget request for FY23/24 in the total amount of \$295,000.

Vote: 7-0-0

Motion: Passed

11. Review Projected Revenue:

The Board wanted to know if the interest on investment was correct. According to Kimberly Allen, Finance Director; it is correct. Please see attached 2023-2024 Proposed Budget Revenue

Vote: 7-0-0

Motion: Passed

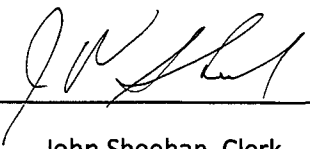
12. Adjournment:

Motion by John Sheehan and **seconded** by Robert Tuneski to adjourn the Budget Meeting of the Board of Finance at 8:35 pm.

Vote: 0-0-0

Motion:

Respectively Submitted,



John Sheehan, Clerk



Maryellen McConnell, Recording Secretary