Received 10/15/26
3:02 PM Jodi Moore, ATC

BOARD OF FINANCE MEETING
7:00 P.M., TUESDAY, OCTOBER 13, 2026
DURHAM TOWN HALL 3rd FLOOR AND REMOTELY VIA ZOOM TELECONFERENCE

Zoom Recording

https://us02web.zoom.us/rec/share/xVrgGi-ReWPjWx33gAhCsETpBz6pO492IcknIHp90iHPGJRdlXo4srXtTVLBPvNF.q_O0E4FLkFnp0N_x

Passcode: 1M+3Znh$

Meeting Minutes

1. Call to order

   Called to order at 7:00pm

   Roll call

   BOF: William Castro, Phil Muzio, Jim Martinelli (arrived late via Zoom), Nancy Cuomo

   Absent: Molly Nolan, Eileen Buckheit

   Staff: Beth Moncata; Finance Director

   Others: Richard Parmelee, other members of the public

2. Approval of the agenda

   a. **MOTION BY NANCY CUOMO SECONDED BY WILL CASTRO TO APPROVE THE AGENDA FOR THE OCTOBER 13, 2026 MEETING AS PRESENTED. ALL AYE, MOTION PASSED**

3. Public Comment

   a. Richard Parmelee made a public comment on the timeliness of the filing of invoices for recording secretary services

4. Approval of Meeting Minutes

   a. September 8, 2026

      A. **MOTION BY JIM MARTINELLI, SECONDED BY WILL CASTRO TO APPROVE THE SEPTEMBER 8, 2026 MEEETING MINUTES AS AMENDED. ALL AYE, MOTION PASSED**

      B. Nancy Cuomo noted that her research mentioned in the minutes should include "as noted on the Connecticut State Comptroller Report Year 2025"

5. Invoice Approvals

   a. Inv #064, 8/31/2026, Secretarial Services, $75.00

A. Noted explanation from Nick Charest on time spent writing minutes was forwarded to all members

B. MOTION BY NANCY CUOMO SECONDED BY JIM MARTINELLI TO APPROVE INVOICE #064 FOR SECRETARIAL SERVICES IN THE MONTH OF AUGUST 2026 IN THE AMOUNT OF $75.00. ALL AYE, MOTION PASSED

b. Inv #065, 9/30/2026, Secretarial Services, $37.50

A. MOTION BY NANCY CUOMO SECONDED BY WILL CASTRO TO APPROVE INVOICE #065 FOR SECRETARIAL SERVICES IN THE MONTH OF SEPTEMBER 2026 IN THE AMOUNT OF $37.50. ALL AYE, MOTION PASSED

6. Correspondence

a. Received correspondence from Kevin Brough notifying the Board that the Regional School District 13 Board of Education will soon begin contract negotiations with the Regional School District 13 Administrators Association. Requested to be notified if any Board of Finance members wish to meet prior to the negotiations. One Board of Finance member from each town may serve as an observer for negotiations.

A. Jim Martinelli volunteered as observer. Board briefly discussed whether the correspondence includes two separate opportunities to meet and confer. The board will request that the chair reach out for further information

b. Received correspondence from Martin Anderson, Chair of the Durham Middlefield Youth and Family Services Group. Notifies the board of a press release from the United States Attorney's Office regarding former executive director of DMYFS, Ryan Fitzgibbons, and his pleading guilty to wire fraud. The press release was read into the record

7. Discussion and possible vote to reschedule Regular meetings of November 10, 2026 and December 8, 2026 to November 17, 2026 and December 15, 2026 Special meetings

a. Chairperson Eileen Buckheit has started a new position with a regular meeting which conflicts with the next two Board of Finance meetings.

b. MOTION BY WILL CASTRO, SECONDED BY PHIL MUZIO TO RESCHEDULE THE REGULAR MEETINGS OF NOVEMBER 10th, 2026 AND DECEMBER 8, 2026 TO NOVEMBER 17th 2026 AND DECEMBER 15, 2026. ALL AYE, MOTION PASSED

A. Noted that the meetings will be regular meetings because they were rescheduled and noticed 30 days in advance

8. Finance Director Report

a. Auditors in for 4 days last week

b. Shady Lane in progress. There will be a winter shutdown period

9. Any Other Business

a. None

10. Public Comment

a. Richard Parmelee made a public comment on the Facilities Director position, stating that it should not be a full-time position. Discussed gas line across Pickett and the Firehouse project. Expressed support for the Fire Department and for the use of the Compensation Review Personnel Policy Board. Also commented on time sheets and made suggestion that the town find an updated method to track employee time and furnish reports

b. Beth Moncata made a public comment expressing support for employees and staff and suggesting that all personnel issues be directed to the First Selectman's Office

c. Richard Parmelee made a public comment on the First Selectman's salary being high compared to the salary of similar positions in other towns

11. Adjournment

a. MOTION BY NANCY CUOMO SECONDED BY WILL CASTRO TO ADJOURN. ALL AYE, MOTION PASSED

The meeting adjourned at 7:45pm

Respectfully submitted,

Nick Charest