

**Litchfield Board of Finance  
Regular Hybrid Meeting Minutes  
September 8, 2025 ~ 7:00 p.m.  
Litchfield Firehouse and Remote via Zoom**

**1. Call to Order:** Chairman Erich Marriott called the regular hybrid meeting of the Board of Finance to order at 7:01 p.m.

Members Present: Erich Marriott, Matt Tobin, Sam Olmstead, Elliott Fuessenich, Pat Donovan, and alternates Tom Terhaar and Jennine Lupo. Matt Dyer attended via Zoom.

Members Absent: None

Others Present: Finance Director Amaechi Obi, First Selectman Denise Raap, and Treasurer Alan Landau

**2. Approval of May 12<sup>th</sup> and August 11<sup>th</sup> Meeting Minutes**

**Motion:** M. Tobin moved and E. Fuessenich seconded a motion to approve the meeting minutes of May 12, 2025. All voted aye and the motion carried.

**Motion:** M. Tobin moved and E. Fuessenich seconded a motion to approve the meeting minutes of August 11, 2025. All voted aye and the motion carried.

**3. Public Comment:** None

**4. Region 20 Update:** D. Raap shared that she spoke to Julia at Region 20 regarding the Title 1D grant for the CJR. The Litchfield BOE received the money and it went into general revenue instead of to pay back the CJR. So now Litchfield owes the CJR \$27,665. The Town can put in for grants on behalf of private schools, and CJR is the only one that has taken advantage. It is now a State reimbursable grant, and has to be paid back by the revenue from the grant and documented. All Region 20 invoices have been paid and they are now paying July bills. D. Raap then said she asked Region 20 for the actual copies of the Litchfield BOE invoices to make sure there were no Region 6 bills charged to Litchfield and asked that they retain a paper copy until the audit is completed. Regarding the awaited amended audit, Julia sent the figures on the difference between the \$178,000, what was originally thought to be what Region 6 owed Litchfield, and her figures showing \$118,000. Upon question by A. Landau, Region 20 will put the approximately 1,000 invoices into a PDF to send to us.

**5. Monthly Financial Report for August:** A. Obi reviewed revenue first, with 54.6% tax revenue received, compared to 53.6% last year. We have collected on two month's reimbursement from the State DEEP for the EV chargers (\$138,393.80). Total collected is 50.2% of our revenue. Under expenditures, we have spent 43% of our budget, compared to 31% last year. He pointed out that we have paid \$430,407 under Capital Outlay so far, which comes out of fund balance. **Motion:** E. Fuessenich moved and M. Dyer seconded a motion to accept the August financial report as read. All voted aye and the motion carried.

**6. New Business**

**a. Financial Transfers:** None

**b. Correspondence:** E. Marriott said David Cappelletti, Clermont Associates, has been terminated by Region 20 and they are going out to bid for a different auditor. Sean O'Grady at King & King has been

approached to submit an RFP, and spoke to E. Marriott, as Litchfield chose them so as not to have the same auditor as Region 20. Mr. Marriott and Mr. O'Grady agreed it was not appropriate for King & King to submit an RFP to Region 20, and Mr. O'Grady will not do so. E. Marriott reached out to D. Cappelletti about the expected revised audit, and was told that it would not be done by him, as he was locked out of Region 20 since he was fired. S. Olmstead disputed Mr. Cappelletti being locked out and that he had an obligation and should have access to the Litchfield records. D. Raap said he knew months ago about the \$60,000 difference and wondered why it was not amended then. Mr. Marriott said he received a fraud questionnaire from King & King asking for concerns for the auditor. A. Obi had asked Dave Cappelletti to make an amendment to the audit based on changes of \$60,000. There should be an amendment for what we know so far. Then Litchfield can get reimbursement from the Region 6 towns. A. Obi will reach out again.

**c. Payment of Bills:** None

**d. Future Agenda Items:** None

**7. Adjourn: Motion:** E. Fuessenich moved and M. Tobin seconded a motion to adjourn at 7:25 p.m. All voted aye and the motion carried.

Ann D. Combs, Recording Secretary