

**Litchfield Board of Finance  
Regular Meeting Minutes  
June 13, 2016**

**Call to Order:** Chairman David Geiger called the meeting to order in the LIS Art Room at 7:00p.m. with Helen Bunnell, David Wilson, Mitchell Fishman and Ed Gadomski present.

Late: Anne Dranginis arrived at 7:09p.m.

Absent: Sky Post (Alt.) and Rose Blondin (Alt.)

Also present: Leo Paul, Stacey Dionne, Amaechi Obi, Naomi Boccio, David T. Wilson, and Nancy Southard

**Approve Meeting Minutes:**

**Motion:** David Geiger moved to accept the 5-9-16 regular meeting minutes. Ed Gadomski seconded the motion. All voted aye with Helen Bunnell, David Wilson, Anne Dranginis and Mitchell Fishman abstaining and the motion carried.

**Motion:** Ed Gadomski moved to accept the 5-11-16 special meeting minutes. Helen Bunnell seconded the motion. All voted aye and the motion carried.

**Motion:** Mitchell Fishman moved to accept the 5-19-16 special meeting minutes. Ed Gadomski seconded the motion. All voted aye with Helen Bunnell, David Wilson and Anne Dranginis abstaining and the motion carried.

**Public Comment:**

There was no public comment.

**Interview Auditors:**

- a. BlumShapiro was represented by Vanessa Rossitto and Jeff Ziplow, who offered a “new team” and stressed the importance of technology in a municipal audit, especially cyber security. They answered several questions from BOF members.
- b. Clermont & Associates LLC was represented by Dave Capelletti, who described his company as the alternative to a large corporate accounting firm. He answered several questions from BOF members.

**Assistant Director of Finance Report of Revenues & Expenditures:**

Stacey Dionne, Assistant Director of Finance, distributed the financial overview as of May 31, 2016. The Town has collected 100.3% of revenue compared to 99% same time last year and has spent 91.0% of the BOS Budget (compared to 93.2% last year.) The estimated fund balance is \$4,476,000 (15.15%). Current year property taxes collected are 100.3%. vs.99.3% same time last year. She noted that Inland Wetlands had an encumbrance of legal fees due to a court case regarding affordable housing.

**Tax Collector’s Annual Suspension List:**

Nancy Southard distributed the list of outstanding taxes for property and motor vehicles, which is slightly higher than last year. There are 147 accounts for a total of \$19,303.36.

**Motion:** Anne Dranginis moved to approve the Annual Suspension List. Helen Bunnell seconded the motion. All voted aye and the motion carried.

**Approve Bid for Auditing Services:**

Chairman Geiger requested Amaechi Obi's input on the two auditor firms under consideration. He said one other firm had indicated interest, but had not submitted a bid. Stacey Dionne said the smaller firm of Clermont would probably require more assistance from the Finance Department. David T. Wilson noted that there was a \$4,000 savings to be considered.

**Motion:** Helen Bunnell moved that the Town retain the auditing services of Clermont & Associates LLC for 2016-2019. Ed Gadomski seconded the motion. A roll call vote ended in a tie of 3 ayes and 3 nays.

**Motion:** Anne Dranginis moved that the Town retain the auditing services of BlumShapiro for 2016-2019. Mitchell Fishman seconded the motion.

There was discussion on the merits of both auditing firms and no vote was taken.

**Motion:** Helen Bunnell moved to table the decision of approving a bid for auditing services to allow more time to look into references. David Wilson seconded the motion. There were four ayes and the motion carried.

Amaechi Obi agreed to call references for both accounting firms. Chairman Geiger called for a special meeting to make a decision on approving a bid for auditing services that will be held on Tuesday, June 21 at 8:00a.m. in the First Selectman's office.

**To Consider and Act Upon a Resolution Entitled:**

RESOLUTION APPROPRIATING \$2,903,528 FOR THE TOWN OF LITCHFIELD 2016-17 CAPITAL IMPROVEMENT PROGRAM, INCLUDING SCHOOL, PUBLIC SAFETY AND PUBLIC WORKS IMPROVEMENTS AND AUTHORIZING THE ISSUE OF \$2,903,528 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

**Motion:** Anne Dranginis moved to waive the reading of the entitled resolution and that its full text be incorporated into the minutes of the meeting. Mitchell Fishman seconded the motion. Board members had received the full resolution and thus had the opportunity to read it. Treasurer David T. Wilson explained that the Town must ask the taxpayers to bond the total amount of the capital budget appropriation even though that full amount may not be spent. All voted aye and the motion carried.

**Motion:** Mitchell Fishman moved that said resolution be adopted as introduced. Anne Dranginis seconded the motion. There was a brief discussion including the fact that the amount to be bonded includes amounts expected to be paid from grants. All voted aye and the motion carried. Chairman David Geiger declared the motion carried and the resolution is to be attached to these minutes.

**Decide Fund Balance Use:**

It was noted that the Town did not bond or do pay-as-you-go last year. \$2,903,528 is the amount for total capital project requests, and \$813,464 is the total already voted on for pay-as-you-go projects for 2016-2017. There was a question about the \$27,500 line item for School Safety & Security and Treasurer David T. Wilson agreed to provide details on this for the June 21<sup>st</sup> special BOF meeting. The dump truck listed for \$196,000 was requested by BOF members to be removed from pay-as-you-go.

**New Business:**

- a. Financial Transfers: There were no financial transfers.
- b. Correspondence: There was no correspondence.
- c. Payment of Bills:
  - i. **Motion:** Anne Dranginis moved to encumber funds for the publication of the town annual report not to exceed \$500. Mitchell Fishman seconded the motion. All voted aye and the motion carried.

**Adjournment:**

**Motion:** Anne Dranginis moved to adjourn at 10:12p.m. Mitchell Fishman seconded the motion. All voted aye and the motion carried.

The next meeting will be a special meeting on Tuesday, June 21, at 8:00a.m. in the First Selectman's office in town hall.

Respectfully submitted,

Jo Ann Jaacks  
Recording Secretary