

**Litchfield Board of Finance
Special Meeting Minutes
February 15, 2018**

Chairman Helen Bunnell called the workshop and informational meeting to order at the Litchfield Community Center at 7:00p.m. with Erich Marriott, James Stedronsky, and Sky Post present.

David Cappelletti, CPA with Clermont & Associates LLC, began on page 3c of the Town of Litchfield Annual Financial Report as of June 30, 2017. The Government-Wide Financial Analysis focused on the net position and changes in the net position of the Town's governmental activities and business-type activities. The Town's net position for governmental activities increased \$4.8 million from \$54.1 million in 2016 to \$58.9 million in 2017.

David Cappelletti said page 4, Statement of Net Position as of June 30, 2017, gave an overview of internal balances, i.e., what the Government owes itself. He provided clarification of capital assets not being depreciated (land), accounts payable and other current liabilities (vendors and payroll), accrued interest (from bonds), claims incurred but not reported (taxes received in advance & grant money not yet spent), and the amount of money invested in capital.

On page 9, he answered questions about the issuance of long-term debt and Erich Marriott noted that the town is rated A/A2, which is excellent. On page 10, he noted the unassigned fund balance as of June 30, 2017 was \$5,080,005. On page 14 – Statement of Fiduciary Net Position, private purpose trust funds were discussed. On page 24, under Long-Term Liabilities, he noted that the amount of (1,065,803) under Premium on bond issuances represents unamortized premium that the town does not have to pay.

On page 30, Bond anticipation notes (short-term notes payable in anticipation of bond-issuances to provide interim funding for various capital projects.) and Inter-fund Receivables, Payables and Transfers were discussed. On page 34, the annual debt service requirements for government funds to maturity for general obligation bonds and the total of \$3,342,768 in cash interest was discussed. The total of \$6,111,324 in authorized and unissued bonds for capital improvements dating from 2007-08 to 2015-16 was discussed, as well as the possibility of reducing some of the debt for the town.

On page 44, teachers' retirement obligations were discussed and David Cappelletti said one BOF member should be involved in Union negotiations. On page 69, Combining Statement of Revenues, Expenditures and Changes in Fund Balances (Deficits) – Capital Project Fund for the Year Ended June 30, 2017, the total of \$6,438,000 in proceeds from bonds was discussed. On page 89, the Total Direct Indebtedness per capita of \$3,232 and the Total Net Indirect Indebtedness per capital of \$3,106 was discussed.

Adjournment

The workshop and informational meeting adjourned at 8:20p.m.

The next meeting will be a regular meeting on Monday, March 12, 2018 in the LIS Art Room.

Respectfully submitted,

Jo Ann Jaacks
Recording Secretary