Litchfield Board of Finance
Regular Meeting Minutes
December 13, 2021 7:02p.m.
First Selectman's Office – Litchfield Town Hall

Chairman Erich Marriott called the meeting to order at 7:02p.m. with Pat Donovan, Richard Quay, James Stedronsky, Patricia Dauten, Elliot Fuessenich, and Matthew Tobin (Alt.) present.
Absent: Sam Olmstead (Alt.)
Also Present: Denise Raap and Amaechi Obi

New Members Introductions
New members Patricia Dauten, Elliot Fuessenich, and Matthew Tobin (Alt.) were welcomed and there was brief discussion.

Election of Officers
Motion: James Stedronsky moved to elect Erich Marriott as Board Chairman. Pat Donovan seconded the motion. All voted aye and the motion carried.
Motion:

Motion: James Stedronsky moved to elect Richard Quay as Vice Chairman. Pat Donovan seconded the motion. All voted aye and the motion carried.

Approve Meeting Minutes of the Regular Meeting on November 8, 2021

Motion: Jim Stedronsky moved to approve the meeting minutes for the November 8, 2021 meeting. Richard Quay seconded the motion. All voted aye and the motion carried.

Public Comment There was no public comment.

Discussion and Approval of 2022 Board of Finance Meeting Schedule
Motion: Richard Quay moved to approve the 2022 Board of Finance meeting schedule. James Stedronsky seconded the motion. All voted aye and the motion carried.

Review of BOS/BOF 2022-2023 Budget Schedule
The BOS/BOF 2022-2023 Budget Schedule was discussed. Denise Raap gave an overview of the proposed use of federal funds and said the BOS has met to discuss this.

Finance Director's Monthly Reports
Amaechi Obi distributed reports for November Expenditures and Revenue. There was discussion about the reports and Amaechi Obi explained the fiscal year, encumbrances, the General Fund, and pay-as-you-go. Erich Marriott said there was a Capital Committee meeting on 12-14-2021 at 7pm which he plans to attend to represent the BOF. Denise Raap said they are searching for a full-time Fire Marshal.

Motion: Richard Quay moved to accept the finance director's monthly reports for November, 2021. Erich Marriott seconded the motion. All voted aye and the motion carried.

New Business

a. **Financial Transfers:** There were no transfers.
b. **Correspondence:** There was no correspondence.
c. **Payment of Bills:** There were no bills to pay.
d. Future Agenda Items: There was discussion about the Auditor from Clermont & Associates coming to the next BOF meeting. Erich Marriott said there is a BOE meeting on Wednesday, 12-15-2021 to be held at the Center School at 7:00p.m. Board member John Morosani will be the leader of that and he recommends that BOF members attend this meeting.

Adjournment

Motion: James Stedronsky moved to adjourn the meeting at 8:00p.m. Richard Quay seconded the motion. All voted aye and the motion carried.

Respectfully submitted,

Jo Ann Jaacks
Recording Secretary