

**TOWN OF SOMERS
BOARD OF FINANCE
REGULAR MEETING MINUTES
May 23, 2023**

1. Call to Order

Michael Parker called the meeting to order at 7:00 pm.

2. Members Present

In attendance were Michael Parker, Kathy Devlin, Bruce Devlin, Bill Salka, and Ralph Williams. Also, in attendance were CFO Mike Marinaccio, Assistant Finance Director Brian Wissinger, First Selectman Tim Keeney, and Superintendent Sam Galloway.

3. Board of Education Update

Dr. Galloway informed the Board that they have been notified by CT DEEP that the underground oil tank at Somers High School has reached the end of its useful life. The BOE have met current deadline and are seeking quotes to replace the oil tank.

Dr. Galloway updated the Board on the status of the HVAC project at Somers Elementary School. The BOE will have a cost estimate before the next regular meeting of the Board of Finance.

4. Board of Selectmen Update

Tim Keeney informed the Board that the appointment panel had been formed per the Town Charter. The panel has met and have unanimously recommended Brian Wissinger for the CFO Position effective July 1, 2023. A letter of recommendation will be sent to the Board of Selectmen for their June 1 meeting. The Town continues to search for a Building Official. They have interviewed and made an offer and are negotiating the details but should have someone on board very soon. The Town received notification from the Department of Transportation that they have been awarded over \$2.8 million for repairs and upgrades to the Maple Street Bridge. This project is 100% funded by this grant. The Town has signed a contract with Sullivan & Leshane for lobbying services to assist in securing grant funding for future projects.

5. CFO/Finance Department Update

Brian Wissinger informed the Board that Mike Marinaccio and himself have met with the Town's Financial Advisory Group, Munistat, and developed 4 funding scenarios for future bonding for the HVAC and Community Center projects. Finance anticipates having these scenarios in mid-June and will deliver them to the Board of Finance at their next regular meeting.

6. FY2023 Annual Audit – Auditor Appointment

Brian Wissinger presented a request to appoint Mahoney & Sabol as the auditor for FY2023.

Bruce Devlin made a motion to appoint Mahoney & Sabol as the Town of Somers' Audit Firm for FY2023, seconded by Kathy Devlin. There was no further discussion and a unanimous decision followed.

7. Auditor Engagement Letter

Brian Wissinger informed the Board that they have to authorize the Chairman to sign the engagement letter as they are the governing body responsible for engaging an annual audit firm.

Bill Salka made a motion to authorize Chairman Michael Parker to sign the engagement letter for audit services for FY2023 with Mahoney & Sabol, seconded by Kathy Devlin. There was no further discussion and a unanimous decision followed.

8. Suspense List

Mike Marinaccio presented the suspense list as requested by Tax Collector, Alissa Hanvey.

Bruce Devlin made a motion to accept the suspense list as presented and authorize Chairman Michael Parker to sign the suspense list, seconded by Bill Salka. There was no further discussion and a unanimous decision followed.

9. FY2023 Budget Status and Year End Projections

Brian Wissinger presented the estimated end of year projections. Revenues continue to come in over budget and at this time, it is anticipated to return \$700,000 - \$800,000 to the General Fund balance.

10. Transfers

Brian Wissinger presented a transfer request for \$4,671.74.

Bruce Devlin made a motion to approve the transfer request as presented, seconded by Kathy Devlin. There was no further discussion and a unanimous decision followed.

A copy of the transfer is attached to the minutes.

11. Approval of Minutes

a. 4/25/2023 Regular BOF Minutes

Ralph Williams made a motion to approve the minutes as presented, seconded by Bill Salka. There was no further discussion and a unanimous decision followed.

12. Other Business

Bruce Devlin asked First Selectman Tim Keeney for an updated on the Winn Co. project at the Somersville Mill Site. Keeney explained that documents have been sent over and they are in the review process. A joint meeting of planning and zoning is being scheduled for some time in the coming month.

13. **Adjournment**

Bruce Devlin made a motion to adjourn at 7:32pm, seconded by Kathy Devlin. There was no further discussion and a unanimous decision followed.

Respectfully Submitted,

Brian Wissinger

MINUTES ARE NOT OFFICIAL UNTIL APPROVAL AT A SUBSEQUENT MEETING

<https://www.youtube.com/watch?v=4FIU4XoiAQ0>



Town of Somers Appropriation/Budget Transfer Request

Appropriation Request

<u>Account Name</u>	<u>Account Number</u>	<u>Amount Requested</u>
Total Appropriation Request		\$ -

Budget Transfer Request

Transfer From:

<u>Account Name</u>	<u>Account Number</u>	<u>Amount Requested</u>
Regular Salaries	100-0013-010-0110-5-00	\$ 4,671.74
Total Transfer From		\$ 4,671.74

Transfer To:

<u>Account Name</u>	<u>Account Number</u>	<u>Amount Requested</u>
Transfer To Separation Payout	100-9099-090-0930-5-05	\$ 4,671.74
Total Transfer To		\$ 4,671.74

Explanation of Transfer:

To cover the remaining sick time (86.25 hours) and vacation time (22.75 hours) @ \$42.86/hour to be paid out to Lisa Madden upon her resignation.

Department Head



Date

Board of Selectman

Board of Finance
