

**TOWN OF SOMERS
BOARD OF FINANCE
REGULAR MEETING MINUTES
November 28, 2023**

1. Call to Order

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

2. Members Present

In attendance were Michael Parker, Joe Tolisano, Bruce Devlin, Kathy Devlin, and Paul Hart. Also, in attendance were Mike Marinaccio, Brian Wissinger, Dr. Sam Galloway, and Tim Keeney.

3. Vote to Establish Chairman, Vice Chairman, and Secretary

Bruce Devlin made a motion to appoint Michael Parker Chairman, seconded by Kathy Devlin. There was no further discussion and a unanimous decision followed.

Michael Parker made a motion to reappoint Kathy Devlin as the Vice Chairman and Bill Salka as the Secretary, seconded by Bruce Devlin. There was no further discussion and a unanimous decision followed.

4. CIP Committee Appointment

Michael Parker made a motion to reappoint all current members of the CIP Committee for the new year, Joseph Tolisano, Kathy Devlin, Michael Marinaccio, and Stephanie Levin, seconded by Bruce Devlin. There was no further discussion and a unanimous decision followed.

5. Board of Education Update

Dr. Galloway updated the Board on the union negotiations. The teacher's union and the administrator's union agreements have been settled. Planning and Finance sub-committees will begin meetings on the budget for FY2025. Michael Parker asked about our ability to get into the second tranche of state monies for the HVAC project. December 1 will begin the application process. The Board anticipates submission of the application by December 20.

6. Board of Selectmen Update

Tim Keeney updated the Board that the Town is going to continue to seek funding for the Senior/Community Center project. The Town continues to search for a Part-Time Human Resources Generalist. The Town has hired Arianna Flagg as the Prevention Coordinator, funded by the Federal Drug Free Communities Grant.

7. CFO/Finance Department Update

Brian Wissinger updated the Board on the Town finance happenings. The annual audit is about 95% complete. The auditors plan to issue it in the coming days and will be at the December 19 meeting to present it to the Board of Finance. The Town received the GFOA Certificate of Excellence in Financial Reporting again. The GFOA sent a new plaque to the Town to continue adding its awarded year to. The FY2025 Budget is almost complete for the first iteration of the Town. Finance is waiting for 3 department budgets to come in. The directors have until November 30 to submit. The FY2024 budget is trending 4% below on spending. The Town has collected 52.5% of its budgeted revenues. Bank interest continues to soar with collections of \$182,000 in the first 4 months. It is anticipated to collect \$400,000 by the end of the year.

8. Debt Service Fund Creation Request

Michael Parker circulated edits to the request to members of the Board and to Brian Wissinger. Wissinger will make the edits and submit an updated request for the December 19 meeting.

9. Approval of Minutes

a. 10/24/2023 Regular BOF Minutes

Bruce Devlin made a motion to approve the minutes as presented, seconded by Paul Hart. There was no further discussion and a unanimous decision followed.

10. Other Business

Bruce Devlin asked Tim Keeney if there were any positional needs of the Town that were not currently funded that the Board could assist with in the upcoming budget. Tim Keeney stated that the Fire Department needs more people to cover the weekends. Staffing issues on the weekend are becoming an issue.

11. Adjournment

Joe Tolisano made a motion to adjourn at 7:24pm, seconded by Bruce 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>