

**TOWN OF SOMERS
BOARD OF FINANCE
REGULAR MEETING MINUTES
December 19, 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. Audit Presentation – Michael VanDeventer, Mahoney Sabol

Michael VanDeventer presented the Annual Comprehensive Financial Report as well as the State and Federal Single Audit information. VanDeventer also presented their two recommendations to the Board.

4. Board of Education Update

Dr. Galloway informed the Board that the oil tank at the High School has been delivered and should be connected during the winter break. The grant application for the HVAC project has been submitted.

5. Board of Selectmen Update

Tim Keeney updated the Board on a Supreme Court ruling on a case involving cars in the Town of Somers. The ruling was favorable for the Town of Somers.

6. CFO/Finance Department Update

Brian Wissinger updated the Board on the FY2025 budget process. All department submissions have been received and the total document has been completed. The first draft has been submitted to the Board of Selectmen. January 4, 2024, begins the weekly departmental meetings to review the budgets and make changes.

7. Debt Service Fund Creation Request

Michael Parker asked for some definitions within the policy to define what short-term debt is and to also specify that items such as capital leases would not be included within this fund. Parker also requested a projection of the structure of the fund and how the numbers were created to anticipate future transfers and expenses.

8. Purchasing & Procurement Policy Updates

Wissinger presented a draft copy of an updated purchasing policy for the Town. Wissinger requested the Board review and come back in January with any changes, updates, or questions.

9. Approval of Minutes

a. 11/28/2023 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

There was no other business.

11. Adjournment

Joe Tolisano made a motion to adjourn at 7:44pm, 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>