

**BOARD OF FINANCE
REGULAR MEETING – SEPTEMBER 12, 2023
IN PERSON & VIA ZOOM**

PRESENT: Stewart Koenigsberg, Chris Stroup, Sandra Arkell, Matthew Raimondi, Richard Santosky

ABSENT: Michael Kaelin

GUESTS: Leslie Zoll – CliftonLarsonAllen, LLP(CLA), First Selectwoman Lynne Vanderslice, CFO Dawn Norton

Call to Order

Vice Chairman Stewart Koenigsberg called the BOF meeting to order at 7:30 pm.

Mr. Koenigsberg reordered the agenda to allow auditor Leslie Zoll to give an update to the board.

Auditors – Leslie Zoll

Leslie Zoll of CLA briefed the board on the scope of the annual audit that will take place in the fall with CFO Dawn Norton providing additional input. Ms. Norton is aiming to have information prepared for the audit by Sept. 15, but cautioned that staffing issues and the Town's implementation of a new software system could impact the timing. Ms. Zoll noted, best case scenario, if information is received for the audit by September 15th, timing for completion of the audit could be by November. Further discussion amongst the board and Ms. Zoll.

Approval of Meeting Minutes of July 11, 2023

Mr. Koenigsberg asked for a motion to approve the Meeting minutes of July 11, 2023. Motion moved by Mr. Raimondi to approve the Meeting Minutes of July 11, 2023. Motion seconded by Mr. Koenigsberg and carried 5-0.

FY2025 Mill Rate Sensitivity

Mr. Raimondi began the discussion on the FY2025 Mill Rate Sensitivity. He noted that the projections to be discussed are preliminary. He noted that it is a preliminary view about, directionally, where the budget increases could go and that the purpose of this presentation (Presentation available on the town website) is to help the BOF determine whether or not we want to provide guidance for FY2025 and if so, at what number that guidance should be. Board members provided their input. Discussion on providing budget guidance with Ms. Vanderslice weighing in and suggesting guidance be provided in October. Agreed to continue to adjust projections as more precise data becomes available.

Discussion of Data to be included/distributed by BOF

Mr. Koenigsberg began the Discussion of Data to be included/distributed by the BOF. Discussion on the best way to begin providing residents with financial data and budget information in a more direct and routine manner. Ms. Vanderslice weighed in on the discussion, suggesting using her monthly updates format she provides on the town website and crafting a similar update on the BOF page located on the website to disseminate information to the residents. Discussion amongst the board with Ms. Vanderslice providing input. Mr. Koenigsberg suggested doing a test run asking the public what information they would like to see get distributed. Mr. Koenigsberg proposed that Mr. Raimondi prepare the first letter to be distributed and receive topics/narrative from the board and Mr. Koenigsberg to receive emails/recommendations from the board on data board would like to be resident on the BOF page on the website that could be linked in Mr. Raimondi's presentation or have access to.

**Minutes have not been reviewed by this Board and may be subject to revision in future minutes.*

Committee Reports

None

Public Comment

David Tatkow of Wolfpit Rd commented

Adjourn

There being no further business, Mr. Koenigsberg asked for motion to adjourn the BOF meeting at 9:01 pm.
Motion moved, seconded and carried 5-0.

Respectfully submitted,
Jacqueline Rochester
(from video recording)