

**EAST GRANBY BOARD OF FINANCE
REGULAR MEETING MINUTES
September 18, 2018**

1) Call to Order

A regular meeting of the Board of Finance was called to order by Vice Chairman Mark Porter at 7:33 p.m. Members present were alternate Oliver Davis, Jim Francoline, Mike Malloy, Dave McNally, and Lee Sandora. Oliver Davis was designated a voting member.

2) Public Comment

None

3) Acceptance of Minutes –June 12, 2018 Meeting

Motion: A motion was made by Dave McNally and seconded by Jim Francoline to accept the minutes of the June 12, 2018 meeting. **Five votes were in favor (O. Davis, J. Francoline, M. Malloy, D. McNally, M. Porter) and one abstention (L. Sandora). Motion carried.**

4) Communication & Correspondence

- Memo from First Selectman Re: Fundamentals of Economic Development workshop
- Email from BOE Chair Re: Request use of \$04,000 from Non-lapsing Fund

Motion: A motion was made by Lee Sandora and seconded by Dave McNally to add “Review and Act on Capital Project Requests” as agenda item 5C. **All votes were in favor and the motion carried.**

5) New Business

A) Review Year End Financial Reports

The pre-audit June financial reports were reviewed and discussed.

B) Review and Discuss Capital Plan Proposals from Boards of Selectmen and Education

Jim Hayden presented the preliminary updates to the BOS 5-year capital plan. He indicated that it was still a work in progress. The BOE did not have an updated 5-year capital plan available. The BOF requested that they present one at the next BOF meeting.

C) Review and Act on Capital Project Requests

The BOE submitted three capital requests however the BOF tabled the items as there was information lacking and a question as to whether these items had been approved by the BOE.

Motion: A motion was made by Jim Francoline and seconded by Mike Malloy to recommend for Town Meeting action a sum not to exceed \$40,000 to purchase and equip a Police Cruiser. Any unexpended funds are to be returned to the Capital Fund. **All votes were in favor and the motion carried.**

Motion: A motion was made by Jim Francoline and seconded by Oliver Davis to recommend for Town Meeting action a sum not to exceed \$40,000 to purchase and equip a Utility Pickup Truck for the Fire Department. Any unexpended funds are to be returned to the Capital Fund. **All votes were in favor and the motion carried.**

Motion: A motion was made by Jim Francoline and seconded by Lee Sandora to recommend for Town Meeting action a sum not to exceed \$10,000 for an architectural roof design. Any unexpended funds are to be returned to the Capital Fund. **All votes were in favor and the motion carried.**

6) **Old Business**

None

7) **Monthly Reports**

A) **Financial**

Motion: A motion was made by Lee Sandora and seconded by Mike Malloy to accept the July and August BOE, BOS and Treasurer financial reports. **All votes were in favor and the motion carried.**

B) **Annual Report**

Lee Sandora will continue to oversee the completion of the annual report

C) **Shared Services Activity Status**

No update

D) **Bonding Project**

Jim Hayden indicated they are making progress and anticipate creating an RFP for architectural services in October or November.

8) **Public Comment**

None

9) **Adjournment**

Motion: A motion was made by Dave McNally and seconded by Lee Sandora to adjourn the meeting at 9:32 P.M. **All votes were in favor and the motion carried.**

Respectfully Submitted,
Kelly M. Jacobs, Board Clerk