

**EAST GRANBY BOARD OF FINANCE
SPECIAL MEETING MINUTES
November 19, 2019**

1) **Call to Order**

A special meeting of the Board of Finance was called to order by Chairman Mark Porter at 7:04 p.m. Members present were alternate Oliver Davis, Jim Francoline, Mike Malloy, Dave McNally and Natalie Welsh. Oliver Davis was designated a voting member.

2) **Public Comment**

None

3) **Acceptance of Minutes –October 22, 2019 Meeting**

Motion: A motion was made by Dave McNally and seconded by Jim Francoline to accept the minutes of the October 22, 2019 meeting. **All votes were in favor and the motion carried.**

4) **Communication & Correspondence**

- Memo from EG DTC RE: BOF Alternate endorsement

5) **Fill Alternate Vacancy**

Mike Malloy nominated Jeffrey Clark as the Democratic BOF alternate and Dave McNally seconded the nomination. **Motion:** A motion was made by Mike Malloy and seconded by Dave McNally to close the nominations. **All votes were in favor and the motion carried.** The voting was unanimous and Jeffrey Clark was designated as BOF alternate.

Jeffrey was then sworn in by Mike Malloy.

6) **Old Business**

A) **Review and Act on Proposed Five Year Capital Plan**

Motion: A motion was made by Jim Francoline and seconded by Mike Malloy to accept the Five-Year Capital Plan as presented. **All votes were in favor and the motion carried.**

B) **Review and Adopt 2020 Activity Calendar**

Motion: A motion was made by Jim Francoline and seconded by Natalie Welsh to accept the 2020 activity calendar. **All votes were in favor and the motion carried.**

7) **New Business**

A) **Discuss and Act on Capital Requests**

Motion: A motion was made by Mike Malloy and seconded by Oliver Davis to recommend for Town Meeting action a sum not to exceed \$44,000 from the Capital Non-Recurring Fund to purchase emergency extraction equipment and accessories for the Fire Department. Any unexpended funds are to be returned to the Capital Fund. **All votes were in favor and the motion carried.**

Jim Hayden noted that the total project cost was \$60,000 however the Fire Department will make up the difference of \$16,000 using their own funds raised through donations and fundraising.

Motion: A motion was made by Dave McNally and seconded by Jim Francoline to recommend for Town Meeting action a sum not to exceed \$25,000 from the Capital Non-Recurring Fund to purchase and equip a Utility Vehicle (UTV) with brush fire equipment and transport accessories. Any unexpended funds are to be returned to the Capital Fund. **All votes were in favor and the motion carried.**

B) Status of Board of Ed Financial Reconciliation

Kelly Jacobs indicated the Town plans to file for an extension on the audited financial statements since the OPEB valuation is not anticipated to be complete prior to year-end. The new BOE business manager, Ray Engle, will be prioritizing the reconciliation over the next few weeks and anticipates being reconciled prior to the end of December or early January.

8) Monthly Reports

A) Financial

Motion: A motion was made by Mike Malloy and seconded by Jim Francoline to accept the October BOS financial report. **All votes were in favor and the motion carried.** The October Treasurer and BOE financial reports were discussed.

B) Annual Report

No updates

C) Shared Services Committee

No updates

D) Building Committee

Jim Hayden gave an update on the roofs & roads projects.

9) Public Comment

A comment was made regarding a \$60k BOE operating expense that was potentially capital. A comment was made regarding the BOE non-lapsing fund. Fire Chief Kerry Flaherty indicated they are looking for someone to fill a legal position. In addition, he invited the BOF to look at the Fire Department equipment and noted the BOF members were welcome to attend the Fire Chief's Christmas party on December 16th.

10) Adjournment

Motion: A motion was made by Mike Malloy and seconded by Jim Francoline to adjourn the meeting at 8:19 P.M. **All votes were in favor and the motion carried.**

Respectfully Submitted,
Kelly M. Jacobs, Board Clerk