

**EAST GRANBY BOARD OF FINANCE
REGULAR MEETING MINUTES
November 15, 2022**

1) Call to Order

A regular meeting of the Board of Finance was called to order by Vice Chairman Oliver Davis at 7:01 p.m. Members present were alternate Jeff Clark (via Zoom), Jim Francoline, Mike Malloy, alternate Gloria Perrotta (via Zoom), Mark Porter (via Zoom) and Todd Zessin. Jeff Clark was designated a voting member.

Motion: A motion was made by Mark Porter and seconded by Jim Francoline to add agenda item 5E “Consider and Act upon BOE Capital Request”. **All votes were in favor and the motion carried.**

2) Public Comment

None.

3) Acceptance of Minutes –October 18, 2022 Meeting

Motion: A motion was made by Jim Francoline and seconded by Mike Malloy to accept the minutes of the October 18, 2022 meeting. **Four votes were in favor (Davis, Francoline, Malloy, Porter) and two abstentions (Clark & Zessin). Motion carried.**

4) Communication & Correspondence

- Communication regarding finance support for the Selectman’s office

5) New Business

A) Review and Adopt the 5 Year Capital Plan

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

B) Adopt 2023 Activity Calendar

Motion: A motion was made by Jeff Clark and seconded by Mark Porter to accept the 2023 activity calendar as presented. **All votes were in favor and the motion carried.**

C) Consider BOE request for Non-lapsing Account Fund Transfer, if applicable

The BOE will present at the next BOF meeting.

D) Review and Discuss Draft Procurement Policy

The draft procurement policy was discussed. The BOF will obtain input from Mahoney Sabol prior to moving forward.

E) Consider and Act upon BOE Capital Request

Motion: A motion was made by Mark Porter and seconded by Mike Malloy to recommend for Town Meeting action the appropriation of a sum not to exceed \$825,000 from the Capital Non-Recurring Fund for the East Granby High School/Middle School HVAC upgrade project and to authorize the financing of the local share not to exceed \$454,000. Any unexpended funds are to be returned to the Capital Fund. **All votes were in favor and the motion carried.**

6) **Monthly Reports**

A) **Financial**

Motion: A motion was made by Jim Francoline and seconded by Jeff Clark to accept the October BOS, BOE and Treasurer's financial reports. **All votes were in favor and the motion carried.**

B) **Capital Policy Committee**

No update.

C) **Auditor Selection Committee**

Jeff Clark indicated the committee will meet on Thursday to discuss. One bid was received.

D) **Town Fire Study Committee**

Oliver Davis indicated interviewing has begun for the administrative position for the Fire Department. In addition, a contract is being drafted between the Town and the Fire Department.

7) **Public Comment**

None.

8) **Adjournment**

Motion: A motion was made by Todd Zessin and seconded by Jim Francoline to adjourn the meeting at 8:51 P.M. **All votes were in favor and the motion carried.**

Respectfully Submitted,
Kelly M. Jacobs, Board Clerk