

**EAST GRANBY BOARD OF FINANCE
REGULAR MEETING MINUTES
July 18, 2023**

1) Call to Order

A regular meeting of the Board of Finance was called to order by Board Chair Jeff Clark at 7:04p.m. Members present were Oliver Davis, Jim Francoline, Mike Malloy, alternate Jim McPherson and Todd Zessin. Jim McPherson was designated a voting member.

2) Public Comment

None

3) Additions to the Agenda

None

4) Acceptance of Minutes –June 13, 2023 Special Meeting

Motion: A motion was made by Jim Francoline and seconded by Todd Zessin to accept the minutes of the June 13, 2023 meeting. **All votes were in favor and the motion carried.**

5) Communication & Correspondence

- Anonymous letter regarding potentially unregistered vehicles

6) New Business

A) Review Draft Policies: CNR Fund, General Fund Balance, Purchasing

The CNR fund, General fund balance and purchasing policies were reviewed and discussed.

B) Posting the Encumbrance Policy

The encumbrance policy was reviewed and discussed.

C) Discuss and Act Upon Capital Requests

Motion: A motion was made by Mike Malloy and seconded by Jim Francoline to recommend for Town Meeting action a sum not to exceed \$12,000 from the Capital Non-Recurring Fund for Allgrove Mini Split Units. 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 Todd Zessin and seconded by Jim Francoline to recommend for Town Meeting action a sum not to exceed \$230,000 from the Capital Non-Recurring Fund to purchase and equip a plow truck. 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 Mike Malloy and seconded by Jim Francoline to recommend for Town Meeting action a sum not to exceed \$40,000 from the Capital Non-Recurring Fund for Fire Department vehicle maintenance. Any unexpended funds are to be returned to the Capital Fund. **All votes were in favor and the motion carried.**

D) Discuss and Act on General Government Budget Transfers

Motion: A motion was made by Jim Francoline and seconded by Oliver Davis to approve the following budget transfers as recommended by the BOS:

- \$300 from Board of Finance to Engineering
- \$1,200 from Board of Finance to Economic Development

All votes were in favor and the motion carried.

E) First Draft 2024 Activity Calendar

The draft 2024 activity calendar was discussed.

7) **Monthly Reports**

A) **Financial**

June financials were not provided

8) **Public Comment**

None

9) **Adjournment**

Motion: A motion was made by Jim Francoline and seconded by Mike Malloy to adjourn the meeting at 9:11 p.m. **All votes were in favor and the motion carried.**

Respectfully Submitted,

Kelly Jacobs, Board Clerk