

**EAST GRANBY BOARD OF FINANCE  
REGULAR MEETING MINUTES  
October 17, 2023**

1) **Call to Order**

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

2) **Public Comment**

None

3) **Additions to Agenda**

**Motion:** A motion was made by Oliver Davis and seconded by Jim Francoline to add “Annual Report” as agenda item 6C and “Discuss BOE Budget Representative” as agenda item 6D. **All votes were in favor and the motion carried.**

4) **Acceptance of September 19, 2023 Meeting Minutes**

**Motion:** A motion was made by Jim Francoline and seconded by Oliver Davis to accept the minutes of the September 19, 2023 meeting. **Four votes were in favor (Davis, Francoline, Malloy, Zessin) and one abstention (Clark). Motion carried.**

5) **Communication & Correspondence**

- School Building Audit
- STEAP grant award
- Correspondence related to items available on the town website
- Correspondence from the building committee

6) **New Business**

**A) Review Draft Activity Calendar**

The 2024 draft activity calendar was reviewed and discussed. The BOF will address at the November meeting.

**B) Review Five Year Capital and Infrastructure Plans with BOS and BOE**

The five-year capital plan was reviewed and discussed. The BOF requested the First Selectwoman prioritize the items in the FY 24 BOS capital plan.

**C) Annual Report**

Todd Zessin offered to oversee the annual report process.

**D) Discuss BOE Budget Representative**

Missy Bavaro requested a representative from the BOF to attend the BOE budget workshops. Todd Zessin offered to be the BOF representative.

7) **Monthly Reports**

A) **Financial**

**Motion:** A motion was made by Oliver Davis and seconded by Todd Zessin to accept the September BOS, BOE and Treasurer's financial reports. **All votes were in favor and the motion carried.**

8) **Public Comment**

None

9) **Adjournment**

**Motion:** A motion was made by Mike Malloy and seconded by Jim Francoline to adjourn the meeting at 8:41 p.m. **All votes were in favor and the motion carried.**

Respectfully Submitted,

Kelly Jacobs, Board Clerk