**BOARD OF FINANCE**  **1 MUNICIPAL DRIVE**

**TOWN OF CANTERBURY CANTERBURY, CT 06331**

 **Approved: 04/12/23**

**BOARD OF FINANCE**

**Meeting Minutes**

**Wednesday, March 8, 2023, 7:00 p.m.**

**Municipal Building and Zoom (Hybrid)**

**I.** **Call to Order** – Meeting called to order at 7:00 p.m. by Chairman M. Lee

Members present: Mathieu Bruneaux, Jason Levine, Michael Lee, Joy Cave

Members absent: Howell Tuttle, Pat Tracey

Alternates present: Jeanette Kildea

Alternates absent: Robert Barrett, Brady Farland

**II.** **Establishment of Quorum** – Chairman M. Lee asked that J. Kildea sit in as a voting member.

**III.** **Pledge of Allegiance**

**IV.** **Approval of Minutes** –

**J. Kildea made a motion to approve the meeting minutes of February 8, 2023 as submitted. Second by J. Cave.**

**Vote: 5-0-0. Passed**

**Vote:** **M. Bruneaux / J. Levine / J. Cave / M. Lee / J. Kildea**

 **Yes** **Yes Yes** **Yes Yes**

**V.** **Correspondence – None.**

**J. Kildea made a motion to move Item VII New Business to Item VI and move Item VI Old Business to Item VII. Second by M. Lee.**

**Vote: 5-0-0. Passed**

**Vote:** **M. Bruneaux / J. Levine / J. Cave / M. Lee / J. Kildea**

 **Yes** **Yes Yes** **Yes Yes**

**VI.** **New Business**

1. **Approve Suspense List from Tax Collector**

Tax Collector, Natalie Ellston submitted a list of accounts to be put on suspense. The accounts are for those who have moved, have died, or all attempts to collect have been exhausted. J. Kildea asked if interest still accrues. N. Ellston explained that interest does continue to accrue and the accounts remain collectible for fifteen (15) years. She also noted that there are no real estate taxes included in the list.

**M. Lee made a motion to accept the 2023 Suspense List from the Tax Collector. Second by M. Bruneaux.**

**Vote: 5-0-0. Passed**

**Vote:** **M. Bruneaux / J. Levine / J. Cave / M. Lee / J. Kildea**

 **Yes** **Yes Yes** **Yes Yes**

**VII. Old/Unfinished Business**

1. **Discussion of BOS/BOE finances, Covid-monies, ECS funding**

S. Rioux introduced the interim Superintendent, Corey Beckwith, who will be stepping in for him. Mr. Rioux reviewed the reports he submitted and stated that he anticipates approximately $155,000 being returned at the end of the budget year. There was discussion concerning high schools offered by the Town. S. Rioux stated that the current approximate enrollment in all schools is 470 elementary students and 200 high school students. J. Kildea asked that the BOE proposed budget for 2023-2024 be available to the Board prior to the presentation scheduled for March 29, 2023 in order to have questions ready before the meeting. M. Lee made a point that there are many local school budgets which are being increased this year and to expect the same for Canterbury.

 Treasurer, L. Epler provided a revised/updated C.I.P. budget form with updated figures. J. Kildea had a number of questions on revenues on the budget sheets which have not yet posted. L. Epler indicated that many of these funds are typically received at the end of the fiscal year.

 J. Kildea asked C. Lippke if he had an estimate of funds that will be returned to the general fund at the end of the fiscal year. He stated that he has no figure as of this date, but there have been some areas with savings, e.g. overtime, repairs, and heat. C. Lippke also indicated that he is still working with the Town of Scotland for ambulance/emergency services and that the CVFD is unwilling to have changes which may precipitate the BOS taking action.

 J. Cave asked about the cyber insurance for the Town and if that is in effect. C. Lippke said that is paid in June. He also stated that the Town is on a backup schedule of twice per day, with a multi-factor authentication system. Kelser has guaranteed that in the event of a breach, they would have the Town up and running within two (2) days.

1. **Follow-up on ‘Schedule of Adjustments’**

Board member, J. Cave indicated she had met with the Treasurer and noted that the auditors have not been helpful. The auditors have been asked for a pre-closing meeting. J. Cave said she will be meeting with the Treasurer again and will forward her notes from her meetings to the Board members.

1. **Annual Town Report**

Chairman M. Lee shared the BOF report he submitted for the 2021-2022 Annual Report. J. Bissonnette indicated she is waiting for four (4) more reports before finishing the report.

**VIII.** **Public Comment/Zoom Chat – None.**

**IX.** **Adjournment**

**J. Kildea made a motion to adjourn at 8:00 p.m. Second by J. Cave.**

**Vote: 5-0-0. Passed**

**Vote:** **M. Bruneaux / J. Levine / J. Cave / M. Lee / J. Kildea**

 **Yes** **Yes Yes** **Yes Yes**

Respectfully submitted,

Joy A. Bissonnette

Recording Secretary