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

**TOWN OF CANTERBURY CANTERBURY, CT 06331**

**DRAFT**

**BOARD OF FINANCE**

**Meeting Minutes**

**Wednesday, May 3, 2023, 7:00 p.m.**

**Municipal Building and Zoom (Hybrid)**

**I.** **Call to Order** – Meeting called to order at 7:01 p.m. by Chairman M. Lee

Members present: Matt Bruneaux, Joy Cave, Michael Lee, J. Levine (@ 7:08 p.m.),

 H. Tuttle (@ 7:22 p.m.)

Members absent: Pat Tracey

Alternates absent: R. Barrett, B. 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 minutes from April 26, 2023 as submitted. Second by M. Bruneaux.**

**Vote: 3-0-1. Passed**

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

 **Yes**  **Abstain** **Yes**  **Yes**

**J. Kildea made a motion to approve minutes from May 2, 2023 as submitted. Second by M. Lee.**

**Vote: 2-0-2. Passed**

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

 **Yes**  **Abstain** **Yes**  **Yes**

**V. Correspondence –** None.

**VI. Old/Unfinished Business**

1. **Discussion/Possible action related to Public Comment on General Town Budget, Capital Improvement Budget, and the Education Budget at Public Hearing held**

**on May 4, 2022.**

J. Kildea reiterated her opinion that a $500,000 increase in the BOE budget is too much and is concerned about the effect on the MBR. M. Lee agreed it is a big jump, but the increases have been minimal for awhile.

**J. Levine arrived at 7:08 p.m. and assumed his position as a full voting member.**

 J. Kildea pointed out that the Fire Department did not come to substantiate their budget items, as the BOF has asked each department to do. M. Lee stated that the CIP budget amount for the fire department was reduced from $150,000 to $100,000. There was further discussion concerning the CIP budget and purchases versus leases. M. Lee said that CIP is normally for future needs, but leases have to be paid when due. C. Lippke indicated that the CIP budget is historically underfunded, and the amounts often are spent on repairs, rather than purchases of new equipment.

**b. Adjust Revenue Sheet based on changes to Grand List, intergovernmental or other revenue changes.**  –

**H. Tuttle arrived at 7:22 p.m. and assumed his position as a full voting member.**

 C. Lippke indicated there are no changes that he is aware of. M. Lee reviewed the figures briefly and queried each member if they felt the worksheet was good as is, which they were.

**c. Discussion/Possible action to approve the General Town Budget, Capital Improvement Budget, and the Education Budget and send them to Town Meeting to be scheduled by the Board of Selectmen.**

 There was further discussion on the MBR and how it is calculated for each year.

**M. Lee made a motion to send to the Board of Selectmen for Town Meeting, the following budgets: Town Budget - $3,287,536; CIP Budget - $451,502; and Education Budget - $12,542,574, totaling $16,281,612, using $1,042,360 from Unassigned Fund Balance to reduce the mill rate, with an assumed Mill Rate of 23.00, and a projected Collection Rate of 99%. Second by H. Tuttle.**

**Vote: 6-0-0. Passed**

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

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

**VII. New Business** – None

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

**IX. Adjournment**

**J. Kildea made a motion to adjourn @ 7:35 p.m. Second by M. Bruneaux.**

**Vote: 6-0-0. Passed.**

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

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

Respectfully submitted,

Joy A. Bissonnette

Recording Secretary