

Board of Finance Special Meeting Draft Minutes

Date/Time: November 15, 2023 at 7:00 PM

Location: Municipal Building, 1 Municipal Drive, Canterbury, CT

Call to order at 7:00 PM

Members Present: Rob (Regular), Matt (Regular), Joy (Regular), Mike (Regular), Jeanette (Seated as Regular), Jason (Regular)

- I. Call to Order**
- II. Establishment of Quorum**
- III. Pledge of allegiance**
- IV. Old/Unfinished Business**
 - a. Discuss and consider action to send school security grant to referendum**

MOTION: Per selectmen request, to approve moving to referendum the amount of \$521,567.26 for school security grants.

1st: Mike

2nd: Joy

Yes: Jason, Jeanette, Joy, Matt, Mike, Rob

Passed 6-0

NOTE: The window film company will stick to the original quote if the deposit is in by December 31 and install occurs in June 2024. If not met, the price would increase 10-15%. Alarm and camera companies should be able to move quickly after referendum, camera company planning to work on weekends. There may be an increase for the security shutters, which hasn't had an updated quote yet.

Final town portion will be \$171,387 after full reimbursement. When each project is done, incremental reimbursements will be made.

The board is moving the exact amount of the grants to referendum, rather than any approximate amount above the total on the grants. The referendum will be scheduled for November 29, 2023 from 6am-8pm at Town Hall

The board requested updates on grant utilization as projects are completed.

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- V. New Business**
 - a. Officer election: Chair**

MOTION: To nominate Mike for chair

1st: Matt

2nd: Jeanette

Yes: Jason, Jeanette, Joy, Matt, Rob

Abs: Mike

Passed 5-0-1

b. Officer election: Vice-Chair

MOTION: To nominate Jason for vice-chair

1st: Jeanette

2nd: Rob

Yes: Jeanette, Jason, Rob, Joy, Matt, Mike

Passed 6-0

c. Officer election: Secretary

MOTION: To nominate Matt for secretary

1st: Mike

2nd: Jason

Yes: Jason, Jeanette, Joy, Matt, Mike, Rob

Passed 6-0

d. Set 2024 Regular Meeting Schedule

MOTION: To accept the regular meeting schedule for 2024 as presented.

1st: Jeanette

2nd: Rob

Yes: Jeanette, Jason, Joy, Matt, Mike, Rob

Passed 6-0

NOTE: Due by January 31, 2024, however no regular meeting can be held until 30 days after the schedule is filed. Our December meeting is on the 13th and our January meeting would be on the 10th, so we need to take care of this now to keep that schedule.

APPROVED DATES:

Wednesday, January 10, 2024 at 7:00 PM

Wednesday, February 14, 2024 at 7:00 PM

Wednesday, March 13, 2024 at 7:00 PM

Wednesday, April 3, 2024 at 7:00 PM

Wednesday, April 10, 2024 at 7:00 PM

Wednesday, April 17, 2024 at 7:00 PM

Wednesday, April 24, 2024 at 7:00 PM

Tuesday, April 30, 2024 at 7:00 PM

Wednesday, May 1, 2024 at 7:00 PM

Wednesday, May 8, 2024 at 7:00 PM

Tuesday, May 21, 2024 at 8:15 PM
Wednesday, June 12, 2024 at 7:00 PM
Wednesday, July 10, 2024 at 7:00 PM
Wednesday, August 14, 2024 at 7:00 PM
Wednesday, September 11, 2024 at 7:00 PM
Wednesday, October 9, 2024 at 7:00 PM
Wednesday, November 13, 2024 at 7:00 PM
Wednesday, December 11, 2024 at 7:00 PM

VI. Public Comment (Must be on agenda items)
VII. Adjournment

MOTION: To adjourn
1st: Jeanette
2nd: Matt
Yes: Jason, Jeanette, Joy, Matt, Mike, Rob
Passed 6-0

Adjourned at 7:39:35 PM

Respectfully Submitted,
Michael Lee, Board of Finance Chair