

**MIDDLEFIELD BOARD OF FINANCE**  
**405 Main Street**  
**Middlefield, Connecticut 06455**

Minutes of the Thursday, February 9, 2023 – Regular BOF Meeting

Attendance:

Members		Others	
X	Skelps, Michael	X	Rusilowicz, Al
X	Kowal, Melissa		
X	Lowry, David		
X	Boyle, Kevin		
X	Matterazzo, Lee		
X	Wolak, Mary		

A=Absent  
X=Present

Michael Skelps called the meeting to order at 7:32 pm.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Approval of the Agenda

Lee made the motion to approve the agenda as presented. Kevin seconded. Motion was approved unanimously.

Approval of Minutes

Minutes were reviewed from January with no corrections. Dave made a motion to approve the minutes as presented. Lee seconded. Michael, David, Lee and Mary voted yes. Melissa and Kevin abstained due to being absent. Motion carried.

Monthly variance report – Al Rusilowicz

Cyber liability coverage is higher than budgeted. Al is looking to institute more and better IT security protocols (such as 2 factor authentication, phishing training) in order to make sure we can continue to get cyber liability coverage at a reasonable cost. All items related to fuel are going to be overbudget due to higher fuel costs. Registrar of voters costs are higher, due to the split state senate district election in November 2022. On a related note, the legislature is

reviewing options for early voting, but no details are available yet regarding the structure, budget or other factors related to potential early voting.

Al also said that the First Selectman's budget was coming along and that the budget would be presented at the March 9 BOF meeting.

Asbestos abatement in the Public Works building is an unanticipated expense. We are awaiting more information to determine the total expense. OSHA is involved. The town is doing everything it can to be compliant with OSHA and applicable regulations.

Discussion of renewing the Seward & Monde bid for town audit

The three year contract has completed. The question is whether we should renew the contract for another three years. They have done a good job for us. There is some difficulty finding auditors to serve small towns. However, there may be a question of staying with an auditor too long. Mary suggested staying with them. Al said that some towns could not get competitive bids, and Durham has been with S&W for much longer than Middlefield has. Al said he would be happy to stay with them, even though it was the Board's call. Melissa was in favor of keeping them as well. Kevin said he was comfortable staying with them.

Al said he would ask S&W for a new proposal for the next three year term. We can review the proposal and go out to bid if the cost is excessive.

#### Chairman's Report

Mike noted that the RSD13 Superintendent's budget has been proposed. Net budget increase is 5.35%, the biggest increase in a decade, and a FTE reduction from 290.3 to 287.7, a 2.6 reduction. In three years, the enrollment is down 9%, and the FTE's are down 3%.

Upcoming dates were reviewed. Regular BOF meeting 3/9 7pm, including First Selectman's Budget Proposal. Workshops begin 3/14 Tuesdays and Thursdays through April 17 via Zoom.

#### Adjournment

Mary made a motion to adjourn. Seconded by Melissa. Meeting was adjourned at 8:24 pm.