

MIDDLEFIELD BOARD OF FINANCE
405 Main Street
Middlefield, Connecticut 06455

Minutes of the May 14, 2018 Special Meeting

Jim Irish called the meeting to order at 7:55 pm.

Attendance:

Members

Others

X	Irish, Jim	X	Bailey, Ed
X	Kowal, Melissa		
A	Lowry, David		
X	Malcolm, Alice		
X	Nick, Joel		
X	Wolak, Mary	X	Rusilowicz, Al

A=Absent
X=Present

The Pledge of Allegiance was recited.

Approval of the Agenda

Jim Irish suggested that the Review of Current Fiscal Year Spending be removed from the agenda. Mary Wolak made a motion, seconded by Joel Nick, to approve the agenda as amended. Motion carried unanimously.

Public Comment

None.

Approval of Minutes from 4/12/18 and 4/26/18

Alice Malcolm made a motion, seconded by Mary Wolak, to approve the minutes from the 4/12/18 meeting, as presented. Motion carried, with two abstentions.

Moving to the minutes from 4/26/18, Jim Irish stated that the minutes needed to be adjusted where talking about the senior and disabled bus to read: This was largely federally-funded, but the Town did need to contribute as well. He also suggested adding the words "ratio for Middlefield vs. Durham" when talking about school enrollment. Mr. Irish also suggested adding the words "to total town expense" when discussing the CCM suggested percentage of the undesignated fund.

Mary Wolak made a motion, seconded by Alice Malcolm, to approve the minutes of the 4/26/18 meeting, as amended. Motion carried, with one abstention.

Old Business

A. Motion to Set FY-19 Mill Rate

Jim Irish made a motion, seconded by Joel Nick, to establish the FY-19 mill rate at 34.49 mills. Motion carried unanimously.

New Business

A. Approval of Auditor for Review of FY-18 Town Records

Al Rusilowicz explained that the bid received from Seward and Monde last year was a three-year bid, but the engagement letter is for one year. They have agreed to the fee from their original proposal. Mr. Rusilowicz felt that they were excellent to work with and didn't see any reason to go out to bid or not accept their proposal. Jim Irish reviewed that the original proposal was that the first year was \$23,000, this coming year will be \$23,600 and the third year will be at \$24,300.

Mary Wolak commented that the Town was happy with their service and the cost was comparable. Al Rusilowicz reminded the Board that the firm had given them a \$2,000 discount last year without any argument or negotiation.

Mary Wolak made a motion, seconded by Alice Malcolm, to accept the auditors' (Seward and Monde) proposal for FY-18 at a cost of \$23,600. Motion carried unanimously.

Al Rusilowicz asked the Board to consider a procedural change with regard to the filing of minutes. He is uncomfortable with the minutes becoming public record without review by the Board. He asked that the chairman review the minutes before they are filed with the Town Clerk. Ed Bailey agreed that the Chair could review the minutes and release them within a few days. He also mentioned that revisions are not made to minutes already filed, but cited in the minutes from the next meeting. Everyone generally agreed to change the process beginning with the minutes from tonight's meeting.

Jim Irish thanked everyone for all of their hard work on the budget this year. Melissa Kowal stated that she would not be able to attend the June meeting and asked if everyone would agree to change the date. Everyone agreed to hold the meeting on June 7th.

Adjournment

Melissa Kowal made a motion, seconded by Mary Wolak, to adjourn the meeting. Motion was carried unanimously. The meeting was adjourned at 8:15 pm.

Respectfully submitted,

Debi Waz

Debi Waz
Alwaz First