

Board of Finance, Town of Stafford
Veteran's Meeting Room
Special Meeting
January 7, 2019

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TOWN CLERK

Board Members Present: Jane Slater, Chair, Gary Fisher, Fran Moriarty, Tony Pellegrino, David Walsh
Board Member Absent: Brian Bagley
Board Alternate Present: Steven Geryk, Richard Shuck, Conrado Ulloa

Also in attendance was Town CFO Lisa Baxter.

1) **CALL MEETING TO ORDER**

Chairman Slater called the meeting to order at 7:06 PM.

2) **ESTABLISH A QUORUM**

Upon motion of Mr. Pellegrino and seconded by Mr. Moriarty, the Board voted unanimously to seat alternate member Richard Shuck for absent member Brian Bagley. A quorum was established.

3) **APPROVE MINUTES OF DECEMBER 3, 2018 AND DECEMBER 19, 2018 MEETINGS**

Upon motion of Mr. Pellegrino and seconded by Mr. Moriarty, the Board approved the minutes from the December 3, 2018 regular meeting and the December 19th special meeting.

4) **DISCUSSION OF DENIED AUDITING BID WAIVER**

The Board of Finance wants to retain the current auditing firm O'Connell, Pace and Company for a three year contract and had asked the Board of Selectmen to waive the bidding ordinance. The Board of Selectmen, at their December 4, 2018 meeting, denied this bid waiver, with their minutes stating that it had already been waived two years in a row. The Board of Finance concurred that the information was not accurate.

In February 2015, an RFP for Auditing Services for fiscal years 2014/2015, 2015/2016, and 2016/2017 was published and the Town received five bids, with three of those bids being very close in price. The winning bid was awarded to O'Connor Davies for a three year contract. After the second year of their contract, O'Connor Davies backed out of the third year of their contract. Marcia Marion of O'Connor Davies suggested a third party accountant Susan Jones of Hoyt, Filippetti & Malaghan LLC for the third year, but Ms. Jones declined to fulfill the obligation as she would not be able to fit Stafford in to her schedule.

At that time, Ms. Slater reached out to the prior auditor, O'Connell, Pace and Company, who agreed to the contracted price for fiscal year 2016/2017. In January 2018, the Board of Finance requested a one year bid ordinance waiver for fiscal year 2017/2018, which was unanimously approved by the Board of Selectmen. This was the only waiver.

Jane Slater will speak to the First Selectman to explain why the Board of Finance asked for a bid waiver for the current auditing firm and inquire if the Board of Selectmen would be willing to change their decision on not waiving the bid ordinance.

Per the Town's bidding ordinance 11-5 Section XI, Professional Services is defined, and services exceeding \$10,000 will be publicly solicited by a RFP. Members asked why RFP's for other professional services haven't gone out to bid, such as the Labor and Town Attorneys.

5) **NEW BUSINESS**

There was no new business to discuss.

6) **OLD BUSINESS**

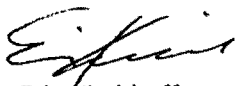
The Board discussed the proposed Bonds Projects set to go to vote at the January 24, 2019 Town Meeting, and if the vote should be held at the town meeting or at a referendum. Other discussion included the status of a 10 year maintenance plan for Town roads that Director of Public Works Rick Zulick presented to the Town at a public hearing in March 2014.

Jane Slater will contact CCM to get information on how many towns are bonding or have bonded in the past ten years similar projects to what Stafford is trying to accomplish.

7) **ADJOURNMENT**

Upon motion of Mr. Walsh and seconded by Mr. Pellegrino, the meeting adjourned at 7:55 PM.

Respectfully Submitted,



Erin Kirchoffer

Board of Finance Recording Secretary