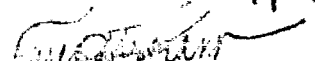


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TOWN CLERK

Town of Stafford
Board of Finance
Warren Memorial Town Hall
Veteran's Meeting Room
Regular Meeting
May 20, 2019 7 PM

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

Town of Stafford CFO Lisa Baxter was also in attendance.

1) **CALL MEETING TO ORDER**

Chairman Slater called the meeting to order at 7:04 PM.

2) **ESTABLISH A QUORUM**

With five Board members present, a quorum was established.

3) **APPROVAL OF MINUTES FROM MAY 15, 2019 SPECIAL MEETING**

Upon motion of Mr. Pellegrino and seconded by Mr. Fisher, the Board approved the minutes from the May 15, 2019 Special Meeting.

4) **DISCUSSION REGARDING AUDITORS FOR FISCAL YEARS 2018/2019, 2019/2020, 2020/2021**

CFO Baxter distributed to the Board two RFP's the Town received for Auditing Services. The first RFP is from the auditing firm the Town is currently working with, O'Connell, Pace, & Company. The second RFP is from RSM US LLP. O'Connell, Pace, & Company's fees for services over the three year period came in over \$30,000 lower than RSM US LLP. A third company, MahoneySabol, responded to the Town that they were unable to bid due to their firm being at full capacity, but would like to be considered in future RFP requests.

Upon motion of Mr. Moriarty and seconded by Mr. Pellegrino, the Board voted unanimously to award O'Connell, Pace, & Company a three year contract for Auditing Services for fiscal years 2018/2019, 2019/2020, and 2020/2021.

5) **TRANSFERS**

Upon motion of Mr. Walsh and seconded by Mr. Pellegrino, the Board approved unanimously the Service District transfer requests. *(see attached)*

The Board briefly discussed the electric bills for Kealy Field. CFO Baxter explained that she initiated a meeting with Eversource, set for June 5th, to address increasing rates and charges to the Town.

Upon motion of Mr. Moriarty and seconded by Mr. Pellegrino, the Board approved unanimously to approve the Town transfer request:

FROM:	TO:	AMOUNT:
20-200-4900 (TH Misc Services)	20-200-4310 (Custodial Services)	3,000

Upon motion of Mr. Moriarty and seconded by Mr. Pellegrino, the Board approved unanimously to approve the following two transfer requests to be approved at a Town meeting:

FROM:	TO:	AMOUNT:
20-320-4855	20-245-8600	28,000

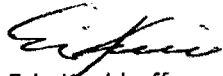
FROM:	TO:	AMOUNT:
20-03-030-310	Town Improvement Fund	211,295

(see attached)

6) **ADJOURNMENT**

Upon motion of Mr. Walsh and seconded by Mr. Moriarty, the meeting adjourned at 7:31 PM.

Respectfully Submitted,



Erin Kirchhoffer
Recording Secretary, Board of Finance

March 20, 2019

Service District Transfer Requests

FROM:	TO:	AMOUNT:
SD General Fund (cash balance)	85-850-4100 (Utilities: Electricity)	2600.00
85-850-4140 (Leaf pickup/misc equipment)	85-850-8120 (judgement & losses)	500.00

Transfer Requests

5-7-2019

Buildings

Buildings

FROM:	TO:	AMOUNT:
20-200-4900 (TH Misc. services)	20-200-4310 (Custodial supplies)	3,000

Recreation Commission

Emergency Services

FROM:	TO:	AMOUNT:
20-320-4855	20-245-8600	28,800

Transfer is for partial payment of the 1st lease payment for the new ambulance, balance to be paid by the Ambulance Association. The 2nd lease payment will not be needed until the FY 2020-2021 budget and will be included in the Ambulance budget. Requires Town Meeting approval

Town Improvement Fund

FROM:	TO:	AMOUNT:
Misc. Revenue 20-03-030-310	Town Improvement Fund	211,295

Revenue received for the Sale of 76 Wales Rd and Lake Shore Blvd lots

Requires Town Meeting approval