

**Board of Finance  
Regular Meeting  
July 31, 2023 6:30 PM  
Veteran's Meeting Room  
Warren Memorial Town Hall**

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TOWN CLERK

1. The meeting was called to order at 6:32 PM by Chairman Moriarty.
2. Present were Chairman Moriarty, members Steve Geryk, Tony Pellegrino, Richard Shuck, and David Walsh. Upon motion of Mr. Geryk and seconded by Mr. Walsh, the Board, by unanimous vote, seated alternate Conrado Ulloa in place of absent member Matthew McKenney. A quorum was established.

Also present were Board of Finance alternate Shelley West, Interim Director of Finance Lynn Nenni, Superintendent of Schools Steve Moccio, Board of Education Director of Finance and Operations Charmaine Bradshaw-Hill, and Marcum LLC Auditing Director Kyle Connors.

3. Upon motion of Mr. Shuck and seconded by Mr. Ulloa, the Board unanimously approved the minutes of the June 7th meeting.
4. At their June 12, 2023 meeting, the Board of Selectmen unanimously set the FY 2023/2024 mill rate at 36.76. Upon motion of Mr. Pellegrino and seconded by Mr. Shuck, the Board of Finance unanimously approved the FY 2023/2024 36.76 mill rate.
5. Ms. Nenni distributed a list of transfer requests from the FY 2022/2023 budget. The Board members requested that Ms. Nenni format the transfer request list as it was traditionally prepared, and distribute to the Board at their next meeting.

Upon motion of Mr. Geryk and seconded by Mr. Pellegrino, the Board unanimously approved the transfer requests, noting that the 20-320-4100 Recreation Electric transfer request would have to go to a Town Meeting for approval.

***Upon motion of Mr. Walsh and seconded by Mr. Pellegrino, the Board unanimously voted to move agenda #7 move to agenda #6.***

6. Kyle Connors of the auditing firm Marcum LLC attended the meeting to discuss the status of FY22 Town of Stafford audit. Due to staffing issues on both the Town and Board of Education sides, the FY22 audit is past due, and Mr. Connors is anticipating it will be completed by September 2023. Additional audit discussions included Board of Education grants, policies and procedures,

and streamlining software between the Town and Board of Education Finance departments. Mr. Connors recommends the Town and Board of Education conduct monthly reconciliations.

7. The Board of Education is requesting the \$393,656 ECS funds transferred to their FY 22/23 budget to be applied directly to their Special Education transportation and tuition costs to reduce the overage in their budget. Upon motion of Mr. Geryk and seconded by Mr. Walsh, the Board unanimously approved the transfer request.
8. Upon motion of Mr. Walsh and seconded by Mr. Shuck, the Board voted unanimously to adjourn the meeting at 8:10 pm.

Respectfully submitted,



Erin Kirchhoffer  
Recording Secretary