

Board of Finance  
Regular Meeting  
February 5, 2024  
Veteran's Meeting Room  
Warren Memorial Town Hall

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STAFFORD, CT

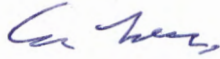
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TOWN CLERK

1. Chairman Steve Geryk called the meeting to order at 6:30 PM.
2. Present were members Anthony Armelin, Blake Hatch, Matt McKenney, and David Walsh. Upon motion of Mr. Walsh and seconded by Mr. McKenney, the Board unanimously approved seating Alternate Conrado Ulloa for absent member Tony Pellegrino. A quorum was established.  
  
Also present was Director of Finance John Lund, First Selectman Bill Morrison, and WPCA Superintendent Rick Hartenstein.
3. Upon motion of Mr. McKenney and seconded by Mr. Armelin, the Board unanimously approved the minutes from the January 24, 2024 meeting. Mr. Ulloa abstained due to absence.
4. Mr. Lund distributed a detailed year-to-date General Fund budget to actual report to the Board. Specific questions from the Board included the Ambulance budget and the Somers/Stafford billing contract, Debt Service and bond payments, Police vehicles – if leased or purchased. Mr. Lund noted the levels and trends of each department's spending and a general discussion was had regarding the FY 25 budget planning process.
5. Mr. Hartenstein was in attendance to discuss the distributed WPCA year-to-date budget report. Following a brief discussion, Mr. Hartenstein said there is an upcoming meeting in March to discuss possible expansion of the WPCA plant.
6. ARPA. A report distributed at the February 2024 ARPA meeting, of the projects and expenditures to date, was distributed to all present. A general discussion was had to assess project progress and usage of funds, as well as remaining balances.
7. As stated at the January 24<sup>th</sup> meeting, Mr. Lund discussed that he is focused on the management reporting corrective actions recommended but auditing firm Marcus LLC. He has instituted a monthly reconciliation process and meeting between the Town and Board of Education. He feels this course of action will should help in the timely filing of the town audit to the State of Connecticut.
8. Additional requests from Board members to be discussed at the February 21, 2024 meeting include actual costs for auditing firm Marcum LLC per year, breakdown of Police overtime, and schedule of Bond payments and balances.

9. Upon motion of Mr. Walsh and seconded by Mr. Armelin, the Board unanimously approved to adjourn at 7:35 PM.

Respectfully Submitted,



Erin Milnes  
Recording Secretary