

North Stonington Joint Board of Selectmen/Board of Finance Meeting

Meeting Minutes, Wednesday, Feb. 3, 2021

Zoom Meeting @7:00pm

North Stonington, CT

1. **Call to Order:** 7:00pm, Board of Selectmen members present- First Selectman Mike Urgo, Nita Kincaid, Bob Carlson. Board of Finance members present: Chairman Dan Spring, Vice-Chair Paul Simonds, Dan Smith, Carolyn Howell, Mike Anderson, Anne Akin(7:22) Alternates Brett Mastroianni, Sarah Nelson
2. **Public Comments:**
  - a) Chet Stephanovich- spoke in favor of increasing the budget to the town library. Stated that the services are above and beyond what could be expected from a small town library.
  - b) Brian Rathbun- does not understand why Brett Mastroianni cannot comment on other presentations being made tonight. Does not see it as a conflict.
  - c) Shawn Murphy- really wants to hear Brett's comments and questions on budget presentations made tonight. It is an individual's duty to recuse themselves, that decision cannot be made for them.
  - d) Lou Steinbrecher- if Brett has comments on the budget presentations made tonight, Lou wants to hear them during the presentation, not at some later time.
  - e) Diane Keene- is a Wheeler Library supporter stating that WL is a true community partner, a house of the people, and nowhere else in town is as welcoming to the public. Asks that we approve requested funding.

**BoF members polled regarding allowing Brett to participate in discussions on budget presentations other than EDC. Results- 4/2/0. Brett is allowed to participate.**
3. **Correspondence-** Chairman Dan Spring spoke with Sandra Wellwood regarding engaging auditor's services for FY2021.
4. **BOS: Budget Presentations FY2021-2022:**
  - a) EDC- Brett Mastroianni presented. EDC is requesting approx. \$15K budget increase primarily to fund a part time EDC Assistant. Discussion followed.
  - b) P&Z- Juliet Hodge presented. Requesting a \$695 budget increase. Predicting an \$18K increase in revenue. Discussion followed.
  - c) Highway/Transfer Station- Donnie Hill presented- Requesting approximately \$80.5K increase in budget, half to fund additional person and supplies for maintenance and grounds keeping needs due to additional town buildings currently supported, one quarter to cover increased tipping fees. Discussion followed.
  - d) Wheeler Library- Katherine Parenteau, Marrietta Anderson, and Amy Kennedy presented- requesting \$25K increase over last years \$55K budget to close gap between funding and operating budget expenses. Discussion followed.
5. **BOF Policies Review/Approval, Auditor Appointment FY2021**
  - a) Undesignated Fund Policy- Discussion to increase upper limit of fund from 16% to 17%.  
Motion by Chairman Dan Spring to approve the Undesignated Fund Policy presented with one amendment which increases the upper limit of the fund from 16% to 17%.  
2<sup>nd</sup> Paul Simonds. No Discussion.

Vote 6/0/0 Policy is approved

b) No other policies discussed

c) Auditor Appointment for FY2021- Cost for Sandra Wellwood to audit NS will increase 9% to \$31.5K for FY2021. The cost for a federal single audit if required will increase from \$1.5K to \$3K. There has been no price increase since 2017.

Motion by Mike Anderson to approve Sandra Wellwood as our auditor for FY2021. 2<sup>nd</sup> Dan Spring. Discussion. Motion withdrawn.

Motion by Mike Anderson to approve Sandra Wellwood as our auditor for FY2021 with the caveat that we will do an RFP for an auditor for FY2022. 2<sup>nd</sup> Dan Spring. Discussion.

Vote: 6/0/0 Motion passes

Christine will survey similar towns to see what their auditor services cost, and will begin reviewing RFPs currently out from similar towns in preparation for putting out our RFP after budget season.

6. **Previous Minutes:** Tabled until next meeting

7. **Future Strategies:** 2021-2022 Budget Schedule, BOF Members Report

Carolyn Howell began presenting findings relating to expenses requested, was advised by Chairman Dan Spring to summarize the findings, reconcile them with Christine, and then bring it back to the board.

Motion by Carolyn Howell requesting that when the town pays bills, that the invoice and check be scanned in together, and the scans made available to board members to review. No 2<sup>nd</sup>. Motion withdrawn.

Discussion on other ways to accomplish information transfer such as a report from town treasurer, or a monthly report covering entries in check register.

8. **Public Comment:**

a) Shawn Murphy- requested information on drainage project cited by Wheeler Library presenter that received funding from the town. Chairman Dan Spring will look into it.

b) Brian Rathbun- advised library to look into donation matches through Charter Oak since Pfizer doesn't do this anymore for its retirees.

c) Brett Mastroianni- advised board that only stipulation in state statute is that the town has to notify the state within 30 days of the close of the FY on the identity of the auditor for the next FY.

9. **Adjournment:** Motion to adjourn the Board of Selectmen at 9:43pm by Bob Carlson, 2<sup>nd</sup> by Nita Kincaid approved 3/0/0. Motion to adjourn the Board of Finance at 10:44 by Dan Smith, 2<sup>nd</sup> by Paul Simonds. Approved 6/0/0.

Respectfully submitted,

Anne Akin

BoF Secretary