

**Simsbury Board of Finance
TOWN OF SIMSBURY
REGULAR MEETING MINUTES
Tuesday, January 15, 2019 at 5:45 P.M.
Simsbury Town Hall - Main Meeting Room
933 Hopmeadow Street, Simsbury, Connecticut**

PRESENT: Lisa Heavner, Derek Peterson, Robert Pomeroy, Kevin Prell, Linda Schofield

ALSO PRESENT: Jessica Aniskoff, Manager, Blum Shapiro; Nick Boulter, Chief, Simsbury Police Department; Maria Capriola, Town Manager; Burke LaClair, Simsbury Schools Business Manager; Amy Meriwether, Director of Finance/Treasurer; Vanessa Rossitto, Partner, Blum Shapiro; and other interested parties.

1. Call to Order - Establish Quorum

Chairman Pomeroy called the meeting to order at 5:45 P.M.

2. Pledge of Allegiance

All present stood for the Pledge of Allegiance.

3. Presentation by Blum Shapiro: Fiscal Year 2017/18 Audit Results

Ms. Rossitto provided an Audit Presentation beginning with Engagement Scope and Standards, under which she noted the following areas: the CAFR, Federal Single Audit and State Single Audit. Next, she outlined Required Auditor's Communication, including Significant Accounting policies in Note 1 in the CAFR; New Standards Adopted; Accounting Estimates; No difficulties encountered in performing the audit; No disagreements with management; No uncorrected misstatements; Management did not consult with other accountants; and Representation Letter signed by management of both the Town and the Board of Education. Further, Ms. Rossitto noted Engagement Results - CAFR, including Management Responsibilities; Auditor Responsibilities; CAFR Unmodified "clean" opinions; Specific areas of the CAFR; Governmental Activities; General Fund; Other Governmental Funds; Internal Service Fund; Fiduciary Funds; Prior Period Adjustments and Restatements due to new Standards; Net Pension Liability; Net OPEB Liability; and Teachers Pension and OPEB. Questions and discussion followed.

Ms. Aniskoff presented Engagement Results - Federal and State Single Audit, noting unmodified "clean" opinion on compliance, no material weaknesses or significant deficiencies identified for both. She outlined the Management Letter, noting current and prior year recommendations for improvement. Lastly, she reported upcoming GASB Standards for 2019, 2020 and 2021. There was discussion about new accounting software.

4. Proposed Police New Uniform Transfer Request

Ms. Meriwether referenced the provided memo from Chief Boulter regarding new uniform information. Chief Boulter gave background on the request, noting style, availability and practicality of the current uniform, advancements, appearance and cost. Two officers modeled

the new uniforms for the Board. He discussed the cost and noted funds from the asset forfeiture account can be used to purchase one new uniform for each sworn member, totaling \$13,500. Questions and discussion followed.

MOTION: Ms. Schofield made a motion, effective January 15, 2019, to transfer \$13,500 from the Asset Forfeiture Fund to the General Fund for the purchase of new police uniforms. Mr. Peterson seconded the motion. All were in favor and the motion passed unanimously.

5. Approval of Minutes - December 3, 2018

MOTION: Ms. Schofield made a motion to approve the December 2, 2018 Regular Meeting Minutes. Mr. Peterson seconded the motion. All were in favor and the motion passed unanimously.

6. Finance Director's Report

Ms. Meriwether reported on Grants and Donations, Uniform Chart of Accounts, Investment Request for Proposal and Tax Abatement.

7. Budget Status Report

Ms. Meriwether gave a Budget Status Report, including a General Fund Overview, a Simsbury Farms Overview and Capital Projects. Discussion ensued.

MOTION: Ms. Schofield made a motion, effective January 15, 2019, to approve the re-appropriation of the Hopmeadow/Center Area Sewer Repairs project in the amount of \$135,000 and Weatogue Planning Route 10 and Code Prep project in the amount of \$57,000. Ms. Heavner seconded the motion. All were in favor and the motion passed unanimously.

8. Capital and CNR Policy

Mr. Pomeroy thanked Ms. Heavner for her editing of this policy. Discussion about contingencies followed. New language was provided for the Capital Reserve Fund Policy. Questions and discussion followed. Mr. Pomeroy asked that the Policy be redrafted for the next meeting based on this discussion.

9. Proposed Defined Benefit Plan Investment Policy

Mr. Pomeroy thanked Ms. Heavner for her work on this. Discussion and questions followed. Mr. Pomeroy asked that the Policy be edited based on the discussion and tabled to the next meeting.

10. Communications

• Fiscal Year 2017/18 Annual Report

Mr. Pomeroy thanked Ms. Capriola for her work on this. A suggestion was made to continue the past practice of incorporating letters from board chairpersons, as well as, a listing of board members included.

- **Board of Selectmen Goals and Economic Development Priorities**

Ms. Capriola outlined the process of the adopted Board of Selectmen Goals and Economic Workplace Ideas submitted. Discussion followed.

- **Memo from M. Capriola: re: Anticipated Budget Increases for the Farmington Valley Health District, dated January 7, 2019**

Ms. Capriola referenced her submitted memo and provided background on the projected increase in the Town's contribution to FVHD.

11. Adjourn

MOTION: Ms. Schofield, Mr. Peterson second, to adjourn at 7:33 P.M.; unanimously approved

Respectfully submitted,

Karen Haberlin
Commission Clerk