

**BOARD OF FINANCE
SPECIAL
MEETING AGENDA
7:15 P.M.**

March 22, 2018
Dr. Helen Baldwin Middle School
Canterbury, CT

- I. Call to Order – 1 minute**
- II. Establishment of Quorum – 1 minute**
- III. Written Communications / Correspondence – 5 minutes (7:17)**
- a. Correspondence from Treasurer addressed to the Board of Finance Chairman via personal email on January 31st, 2017
- IV. Old Business- 2 minutes (7:23)**
- a. Procedural Action Required (Explanation)
1. *Since the taxpayers passed a budget before the bill date (and rate) set by the Board of Selectman, the BOF is required to set the mill rate and billing date for the second billing of town taxes.*
- **Recommended Motion:** To set the mill rate at 24.5 mill. Bill date (is/was) January 1st, 2018 for all remaining Canterbury tax bills (property and vehicles).
- V. New Business – 10 minutes (7:25)**
- a. Request for Proposal for completion of an actuarial required by GASB 45. (Information)
- b. Request for Proposal for auditing services (annual town/school audit) (Information)
- c. Library fiber grant appropriation
- **Recommended Motion:** Accept Library grant in the amount of \$22,336 and move the grant funds to Library grants line item 4-1154.
- d. Additional appropriation for installation of fiber
- **Recommended Motion:** Approval and additional appropriation of \$19,999 to line item 1154.

Procedural note: Board of Finance Meetings are scheduled and planned for a maximum of two hours. Continuing a meeting beyond two hours may be considered if there is a compelling reason to do so such as a consideration involving continuity of discussion, or speaker availability. This is done as a matter of consideration for the Public and Board Members since meetings are held during the work week and the decrease in productivity caused by meetings that extend beyond this limit.

- e. Request Board of Selectman retain temporary book keeper to perform work the Treasurer will no longer do.
 - f. **Baldwin Middle School Roof Replacement** – 25 minutes (7:35)
 - **Consider Motion:** To send a question with wording as recommended by the Town Attorney to Town Meeting to authorize commitment to funding replacement of the Baldwin School Roof. Approximate cost and potential funding cost to be discussed at the meeting.
- VI. Board of Education Budget Proposal** – 60 minutes (TBD) (8:00)
- a. Joint Meeting with Board of Education for the purpose of hearing their presentation of their FY2018-2019 Budget Proposal
- VII. Adjournment** – 1 minute (TBD) (9:00)

Respectfully submitted,

Raymond P. Sulich Jr.
Canterbury Board of Finance Chairman

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