

This meeting has been adjourned to April 12,2018 at 7:00pm Municipal Building

**BOARD OF FINANCE
REGULAR
MEETING AGENDA
7:00 P.M.**

April 11, 2018
Municipal Building
1 Municipal Drive, Canterbury, CT

- I. Call to Order – 1 minute**
- II. Establishment of Quorum – 1 minute** (7:01 pm)
- III. Pledge of Allegiance – 1 minute** (7:02 pm)
- IV. Approval of Minutes – 10 minutes** (7:03 pm)
 - a. 1/10/2018 Regular Meeting minutes
 - b. 3/22/2018 Special Meeting minutes I and II
 - c. 4/4/2018 Special Meeting minutes
- V. Written Communications / Correspondence – 2 minutes** (7:13 pm)
 - a. Audit services proposal from MahoneySabol
- VI. Public Comment – 16 minutes** (7:15 pm)
 - a. Limit 2 minutes per speaker on current agenda items only. The same speaker may not comment again until all other comments on the subject have been heard. The Board reserves the right to extend the period or to move the agenda.
- VII. Old Business- 30 minutes** (7:35 pm)
 - a. Treasurer’s Report
 - 1. Budget to Actual
 - 2. Balance Sheet

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 Public and Board Members need to work in the morning, and the decrease in productivity caused by meetings that extend beyond this limit.

3. Capital and Non-Recurring Fund
4. BOE Balance Sheet

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VIII. New Business – 20 minutes

(8:05pm)

- a. Accept proposal from MahoneySabol for municipal auditing services for 2018, 2019, 2020.
 - **Recommended Motion:** Motion to Accept proposal and estimated fee schedule from MahoneySabol for municipal auditing services for 2018, 2019, 2020.
 - **Recommended Motion:** Motion to appoint MahoneySabol as town auditor for the fiscal year 2018 town audit.
- b. Request status from Selectmen on retaining a temporary book keeper to perform the work refused by the elected Treasurer. Specifically, preparation for the annual town audit.
- c. Town Attorney draft of ordinance to make Treasurer position a hired position after the completion of the current Treasurer term. Discuss timeline.
 - **Recommended Motion:** Request Board of Selectman obtain sample language from the Town Attorney for changing the Treasurer position to a hired position instead of elected beginning prior to the next municipal election.

IX. Closing Public Comment – 10 minutes

(8:35 pm)

- a. Limit 2 minutes per speaker. The same speaker may not comment again until all other comments on the subject have been heard. The Board reserves the right to extend the period or to move the agenda.

X. Adjournment – 1 minute

(8:45 pm)

Respectfully submitted,

Raymond P. Sulich Jr.
Canterbury Board of Finance Chairman

NOTE: Upcoming meetings: May 3, 9, 17 (Annual Town Meeting) 7:00 pm Town Hall

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