

FINANCE COMMITTEE
Minutes of the Meeting
Remotely Held
May 18, 2020

1. Chairman LaCava called the meeting to order at 8:35pm.
2. Chairman LaCava requested that a roll call be taken to record the attendance for the meeting. The Clerk called the roll – Committee members LaFauci, Mackin, McMenimen, Vidal and LaCava were present.
3. Councillor McMenimen moved to table the minutes of the meeting held on April 21, 2020 and May 4, 2020. The motion was adopted on a voice vote and the minutes of the meeting on April 21, 2020 and May 4, 2020 were tabled.
4. Councillor McMenimen moved to hear from those individuals with an item on the agenda – CPW Director Michael Chiasson and the independent auditor Chris Rogers of CLA. The motion was adopted on a voice vote.
5. A request was received from the Mayor to approve the transfer of \$20,000 for the additional expense of the disposal of trench tailings.

FROM:

Sewer-Catch Basin Cleanings	#600-440-5400-5394-41	\$20,000
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TO:

Sewer-Trench Tailings Disposal	#600-440-5400-5394-45	\$20,000
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Upon questioning from Councillor McMenimen, Mr. Chiasson explained what trench tailings are and the possibility of needing additional funding before fiscal year end. Councillor McMenimen moved to approve the transfer request of \$20,000. The motion was adopted on a roll call vote of 4 in favor (LaFauci, Mackin, McMenimen, Vidal) and LaCava presiding.

6. A request was received from the Mayor to approve the acceptance of various items from Oscar and Barbara LeBlanc for the City Hall Museum Room. The Clerk read the list of the donated items. Off-committee Councillor LeBlanc explained the origin of the gifts. Councillor McMenimen moved to approve the acceptance of the donated items and that a thank you note is sent to the donors. The motion was adopted on a roll call vote of 4 in favor (LaFauci, Mackin, McMenimen, Vidal) and LaCava presiding.
7. The FY2019 independent audit was before the Committee under Council Rule 66. Chris Rogers of CliftonLarsonAllen (CLA) appeared to discuss the audit reports. Mr. Rogers

explained the scope of the audit engagement and discussed the results of the financial audit report, the federal audit report and the management letter report. Mr. Rogers highlighted several of the significant items including fund balance, debt obligations, pension and OPEB liabilities. Mr. Rogers spoke briefly about three management letter findings – student activity accounts, IT and procurement. Councillor Mackin asked several questions about the IT findings, including IT processes, industry best practices and risk. Councillor McMenimen asked questions about the pension and OPEB liabilities. Councillor Vidal moved to file the 2019 independent audit matter. The motion was adopted on a voice vote and the matter was filed.

8. Earlier in the evening, the Mayor presented the FY2021 Recommended Budget to the City Council. The Finance Committee discussed the procedure for the budget review meetings to be done remotely by ZOOM or in-person. It was moved by Councillor McMenimen to survey the Committee members for their preference for each department. The motion was adopted on a roll call vote of 4 in favor (LaFauci, Mackin, McMenimen, Vidal) and LaCava presiding. Councillor Mackin moved to hold the meetings on May 28 starting at 9:30am and on June 4 starting at 9:30am. The motion was adopted on a roll call vote of 4 in favor (LaFauci, Mackin, McMenimen, Vidal) and LaCava presiding. Councillor Mackin moved to hold the cutting session on June 8, with the budget approval by the City Council on June 15. The motion was adopted on a roll call vote of 4 in favor (LaFauci, Mackin, McMenimen, Vidal) and LaCava presiding. If an in-person meeting were to be held, it was decided to have it in the Auditorium at Government Center so that appropriate social distancing practices could be maintained. Councillor LaFauci moved to contact the Health Director for advice on holding an in-person meeting at Government Center. The motion was adopted on a roll call vote of 4 in favor (LaFauci, Mackin, McMenimen, Vidal) and LaCava presiding. Councillor Mackin moved to have the Committee review the advance questions that were typically provided to departments. The motion was adopted on a roll call vote of 4 in favor (LaFauci, Mackin, McMenimen, Vidal) and LaCava presiding.
9. A motion by Councillor McMenimen to adjourn was adopted on a roll call vote of 4 in favor (LaFauci, Mackin, McMenimen, Vidal) and LaCava presiding. Chairman LaCava declared the meeting adjourned at 10:20pm.

Paul G. Centofanti – Clerk to the Finance Committee