

# TOWN OF FRANKLIN

## BOARD OF FINANCE (BOF)

FRANKLIN TOWN HALL  
7 Meetinghouse Hill Rd.  
Franklin, Connecticut  
**MINUTES – REGULAR MEETING**  
**Tuesday, November 12, 2019**  
**7:30 p.m.**

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1. Call to Order: Chairman Richard Handfield called the meeting to order at 7:30 p.m.

**Members Present:** Vice Chairman Veronica Calvert, Susan Dombrowski, Chairman Richard Handfield, Richard Weingart (arrived after meeting began \*\*).

**Members Absent:** Calli Carboni. **Alternate Members Absent:** Joe LeVasseur, Wesley Crawford, Niels Jeppesen.

**Alternate Members Present:** Roland Mihok

**Chairman Handfield seated Roland Mihok for Richard Weingart.**

2. Recognition of Visitors: Chairman Richard Handfield recognized visitors.

3. Additions to the Agenda:

**MOTION #1 (11.12.19):** made by Susan Dombrowski **SECONDED BY** Veronica Calvert that the Board of Finance add: 1) Elections of Officers to “next” months agenda, and, 2) Schedule a Special Meeting before the December 10, 2019 regular meeting to appoint a member to Board of Finance to fill the two-year vacancy

**VOICE VOTE: UNANIMOUS;**

**MOTION CARRIES**

\*\* Richard Weingart entered the meeting at this point. Chairman Handfield unseated Mr. Mihok for Richard Weingart and re-seated him for Calli Carboni.

4. Approval of Minutes:

- a. October 8, 2019 Regular Meeting

**MOTION #2 (11.12.19):** made by Veronica Calvert **SECONDED BY** Richard Weingart that the Board of Finance approve meeting minutes of October 8, 2019 Regular Meeting as amended:

1. Denote either “Mr. or Mrs. Calvert” throughout minutes

**VOICE VOTE: UNANIMOUS;**

**MOTION CARRIES**

5. Review of Reports:

- a. **Monthly Tax Collection Report:** Tax Collector Kelsey Allard reported 55.39% of taxes have been collected for the July 2019 through September 2019 Grand List. Delinquent tax letters have been mailed. A tax-sale for property located at 79 Route 32 will take place November 20, 2019 at the Town Hall.

- b. **Monthly Board of Selectmen Income Report:** Mr. Grant reviewed the report as submitted for FY19-20 dated 10/31/19. He discussed various budget line items. Interest bearing accounts are doing very well. However, the State of Connecticut continues to hold back important education support funds, grants, and subsidized funding. This lack of funding makes things difficult in terms of planning and operating efficiently. Fortunately because the Town maintains a healthy fund balance by means of effective financial planning and controlling expenses, it is anticipated things will continue to run smoothly.

Discussion took place about the Board of Education budget with respect to inaccuracies associated to income for rental of the school building and re-imbursement for services provided for the Green Valley Program.

- c. **Monthly Board of Selectmen Expense Report:** Mr. Grant reviewed the report as submitted for FY19-20 dated 10/31/19. The Budget is where it should be for this time of year with the exception of the withholding of State funds.
  - d. **Monthly Selectman's Report:** The Board of Selectmen approved to move forward with the Murphy Road Widening Project. Quotes are being prepared to go out for bid. It is anticipated, the project will begin after completion of the current sewer project.
  - e. **Monthly Board of Education [BOE] Report:** Peter Calvert, BOE Chairman, indicated the budget is where it should be with no major concerns. Mr. Handfield, BOF Chairman, noted he is concerned with the high amount of legal fees, service contracts, and cafeteria support. Mr. Calvert noted the service contracts and cafeteria support line items are tied to expenses associated to the Green Valley program that is being reviewed at this time.
6. Correspondence: Chairman Handfield received correspondence David Ryan, BOE Lawyer, indicating a Board of Finance member may attend Board of Education Teacher Negotiations.
7. Old Business:
- a. **Update - Town Audit Process:** Chairman Handfield indicated there are outstanding issues regarding the Town of Franklin Audit. Issues are not related to the Auditor. The Town has been in continuing contact with the Board of Education asking for specific information required by the Auditor as part of the audit process and in the attempt to complete the audit by December 2019. Collection of this information from the Board of Education has been a difficult process and their responses have not been adequate.
8. New Business:
- a. **Board of Education Sub Committee Report:** The purpose of this Sub-Committee is to improve financial communications and develop an efficient financial reporting process between the Town of Franklin, Franklin Elementary School Administration, and Board of Education.
9. Public Comments:
10. Adjournment

**MOTION #2 (11.12.19):** made by Susan Dombrowski SECONDED BY Richard Weingart that the Board of Finance adjourn the meeting.

**VOICE VOTE: UNANIMOUS;**

**MOTION CARRIES**

Respectfully submitted,  
*Sherry Pollard*  
Board Secretary