

TOWN OF FRANKLIN

BOARD OF FINANCE (BOF)

FRANKLIN TOWN HALL
7 Meetinghouse Hill Rd.
Franklin, Connecticut

Regular Meeting Minutes
August 12, 2025

Minutes are Unapproved. Formal approval takes place at the next Board meeting held and will show changes/corrections

Call to Order: Chairman Richard Handfield called the meeting to order at 7:00 p.m.

Members Present: Chairman Richard Handfield, Vice Chairman Richard Weingart, Steven Lain, Calli Carboni, Ashley McAuliffe

Members Absent: Melissa McGuire

Alternate Members Present: Stori Beckwith

Alternate Members Absent: Elizabeth Hook, Jeremy Beisiegel

Also Present: First Selectman: Alden Miner, Tax Collector: Kelsey Allard, Administrative Assistant: Heather Glidden, Selectman: Tom Craney, Senior Center and Museum Operating Director: Judy Novosad, Treasurer: Jessie Barbone, Bookkeeper: Lori Epler

Recognition of visitors by Chairman Handfield

Chairman Handfield appointed Stori Beckwith as an alternate for Melissa McGuire

Additions to the Agenda: Zoom meetings

Approval of Minutes:

MOTION 1 made by Stori Beckwith to approve 07.08.25 meeting minutes as read
Ashley McAuliffe seconded.
Passed Unanimously.

Clerk asked when the BOF would like the BOE financial report: BOE report should be submitted the Thursday before BOF meeting.

Review of Reports

Monthly Tax Collection Report:

July 2025 Taxes Collected: \$3,613,205.97

As of 07.31.2025

on 2023 Grand List Taxes Collected (51.68%)

Through 07.31.2025:

- Real Estate Taxes Collected: \$2,688,759.88
- Personal Property Collected: \$423,619.86
- Motor Vehicle Taxes Collected: \$414,238.72
- Motor Vehicle Supplemental Taxes: \$N/A
- Back Taxes Collected: \$67,377.36
- Interest & Lien fees Collected: \$19,210.15

1. *As of August 1st, \$3,784,278.66 was collected which is 54.1% of taxes on the 2024 Grand List.*
2. *Question on why BOF report for July taxes reads: \$3,646,225.24 (uncertain/may have mail dated July 31 input on August 1st-will need to rerun batch)*

Monthly Board of Selectmen Income & Expense Report:

Reviewed as submitted: June-July 2025

Discussion

- Books for 2024-2025 year closed-one or two bills need to be completed
- Question as to why \$509,843 from town and \$220,000 from school was not spent-town to give back \$150,000 and the school is \$220,000
- If report is accurate it was budgeted: \$8,595,000 and spent \$8,085,000
- This fiscal year, July 1st through July 30th, the budgeted amount was 8.5 million and only \$509,000 was spent this year.
- Last years report was not submitted
- The total not spent is \$370,000. BOF questioned the discrepancy as the MIL rate was increased 1 MIL. Difficult for the Board to make sound financial decisions without the correct information from the town and school. BOF would not have asked for another MIL increase knowing that \$370,000 was not spent
- Board of Selectman determined there were substantial savings with road foreman out of business and waste disposal contracts, and an easy winter (almost \$10,000 in sand and salt saved money)
- Board of Education saved money on health benefits/special education
- Hopeful the auditor and CPA can guide the town to avoid future issues with the books. August - early September the budget should be rectified and quick turnaround to start the next audit

- CPA close to being done and has given information to the auditor. All money is accounted for. On-going verbal reports have been occurring
- A written report from the CPA and Auditor will be forthcoming
- Auditor and CPA will put findings in the audit including suggestions
- Should have all information prior to next BOF meeting
- There was agreement that the audit process has taken too long, however, based on the problem going back over 10 years it required more time to correct.
- The BOF seeks to make informed decisions about the budget but if they do not have the critical data it is difficult
- The BOF determined the MIL rate this FY based on information at hand
- BOF chairman sees a lack of urgency and suggests the town operate on a business model
- BOF members suggested a binder listing report dates, whom to send, when to send etc-from July 1 to June 30. Each department should be responsible for submitting monthly reports which will help in overspending
- The CPA will provide information to add to job descriptions regarding documentation
- Next month the BOF will have final figures from both the town and school

Monthly Board of Education Financial Report:

Reviewed as submitted: June-July 2025

FY 2025 ended in a much higher surplus than anticipated

1. Employees benefit/health insurance (\$100,552 surplus)
2. Special Education Student (\$100,000)
3. Grants for approximately \$90,000 not included in report due to application timelines

Selectman's Report:

- Mowing continues
- The ADA walkway outside of the Town Hall has been completed

Correspondence: None

Unfinished Business:

- Public safety budget was over budget (Fire Department)
- Recreation department over budget due to new well and extra water tests
- Staff has made suggestions on job descriptions/still being worked on/CPA will assist in advising job responsibilities
- Grant for \$100,000 for school generator-still waiting on quotes/bids

New Business: CPA-see above

Zoom Meetings

- BOF Chairman not pleased with agenda being revised to add zoom meeting-BOS decided in June to institute zoom meetings for all boards
- State of CT requires a 48 hour notice of changes to agenda

Discussion on pros and cons with zoom

Cons

- Distracting
- System not always functioning
- Concerns of interruptions
- BOF functions more efficiently **without** zoom interruptions
- Interruptions could lead to a 30 minute recess

Pros

- Allows citizens not able to attend to view board meetings
- Technology has been improved

BOF discussed zoom meetings with member physically in attendance may vote however, if they are attending via zoom do they forfeit their right to vote? The meeting will hold viewers muted until public comment section. Looking into posting meetings via private link to YouTube with on-line questions submitted to BOF for next meeting. The BOF members agreed to broadcast the next meeting on a one month trial basis.

Public Comments:

- Can the meeting be posted via YouTube? Not decided yet
- There are several apps that are available to record meetings/post meetings etc
- Suggestion that all Boards should be responsible for zoom meetings if BOF is required
- Will there be any overage/fees for the auditor/CPA due to the extended timeline? Yes, it was budgeted in.
- The Board of Education should be held to the same standards as the Board of Selectman to attend Board of Finance meetings.
- BOE members appearing on zoom/not physically present are *not allowed* to vote

Adjournment:

MOTION 1: Stori Beckwith motioned to adjourn at 7:48pm.
Ashley McAulliffe seconded.
Passed Unanimously.

Jean Riley,
Recording Secretary