



**WESTPORT CONNECTICUT  
BOARD OF FINANCE**

**SPECIAL NOTICE ABOUT PROCEDURES FOR THIS ELECTRONIC MEETING:**

***Pursuant to the Governor's Executive Order No. 7B, there will not be a physical location for this meeting. This meeting will be held electronically and live streamed on [westportct.gov](http://westportct.gov) and shown on Optimum Government Access Channel 79 and Frontier Channel 6020. Emails to BOF members can be sent to [BOF@westportct.gov](mailto:BOF@westportct.gov). Comments to be read during the public comment period may be emailed to [BOFcomments@westportct.gov](mailto:BOFcomments@westportct.gov). We will use our best efforts to read public comments if they are received during the public comment period and if they state your full name and address. Meeting materials will be available at [westportct.gov](http://westportct.gov) along with the meeting notice posted on the Meeting List & Calendar page.***

**MINUTES OF THE BOF PUBLIC MEETING**

The Board of Finance held its Public Meeting on **Wednesday, July 8, 2020 at 7:30 p.m. with remote participation** for the following purposes:

BOF Attendance: Sheri Gordon, Lee Caney, Nancie Dupier, Jay DesMarteau, Jim Foster, Andrea Moore and Brian Stern, Chair.

**AGENDA**

1. Approve the Board of Finance Minutes of the June 3, 2020 Regular Meeting.  
*Motion to approve Lee Caney, second Sheri Gordon, Vote 7-0-0*
2. Financial Report from the Finance Director. (Discussion Only) - *Gary Conrad reported*
3. Two questions previously submitted to be addressed by the Director of Parks and Recreation Administration:
  - a. What is the outlook for expenses and revenues this financial year?
  - b. What are the actions being taken to improve our parks this year and how does this relate to the Parks approved 2020 budget?  
*Jen Fava, Parks and Recreation Director reported*
4. Coleytown Middle School Status Update from Sheri Gordon. (Discussion Only) - *Sheri Gordon reported*

5. Status Update from the Audit Manager. (Discussion Only) - *Lynn Scully reported*
6. Upon the request of the Director of Public Works, to approve an appropriation of \$227,000.00 to the Sewer Reserve Fund Account #32003330-500314 for the replacement of the second Bar Screen Rack and Skylight at the Westport Water Pollution Control Facility. *Motion to Approve Andrea Moore, second Nancie Dupier. Vote 7-0-0*
7. Upon the request of the Finance Director, to approve an appropriation of \$400,000.00 from the General Fund Balance to the Special Accounts set up under COVID-19. *Motion to Approve - Jay DesMarteau. Second - Andrea Moore Vote 7-0-0*

*Motion to Adjourn Sheri Gordon, second Nancie Dupier. Vote 7-0-0*

*Meeting Adjourned at 9pm*

*Notes Respectfully submitted by Andrea Moore, Vice Chair*

*It is the policy of the Town of Westport that all Town-sponsored public meetings and events are accessible to people with disabilities. If you need assistance in participating in a meeting or event due to a disability as defined under the Americans with Disabilities Act, please contact Westport's ADA Coordinator at 203-341-1043 or [eflug@westportct.gov](mailto:eflug@westportct.gov) at least three (3) business days prior to the scheduled meeting or event to request an accommodation.*