



Board of Finance

Town Hall, 110 Myrtle Avenue
Westport, CT 06880
BOF@westportct.gov

WESTPORTSM

MINUTES OF BOARD OF FINANCE MEETING

ATTENDEES: Danielle Dobin, Rich Hightower, Mike Keller, Lee Caney, Liz Heyer, Jeff Hammer; Allyson Stollenwerck (by phone)

NOTICE OF BOARD OF FINANCE PUBLIC MEETING

The Board of Finance held a Public Meeting on Wednesday, September 4, 2024 at 7:30 p.m. in the Auditorium of the Westport Town Hall for the following purposes:

AGENDA

1. To approve the Board of Finance Minutes of the August 7, 2024 Regular Meeting.

Motion to Approve: Heyer; Seconded by, Hightower. 5-0-0, with Dobin and Keller abstaining.

2. Financial Report from the Finance Director. (Discussion Only)

Presentation by Gary Conrad

3. Status Update from the Audit Manager. (Discussion Only)

Presentation by Tom Hojnacki, Internal Audit Manager.

4. Board of Education Fiscal Year 2024 4th Quarter Financial Report from the Chief Financial Officer. (Discussion Only)

Presentation by Elio Longo.

5. In accordance with C.G.S. Section 10-222a and upon the request of the Superintendent of Schools, to approve an appropriation to the 2023-2024 Budget, BOE Rentals & Reimbursements Expenditure Account.

Motion to Approve amount of \$151,920.59: Dobin, Seconded by, Heyer. 7-0-0.

6. Upon the request of the Finance Director, to approve the following requests for carryover amounts:

<u>Department</u>	<u>Account Name</u>	<u>Amount</u>	<u>Purpose/Reason</u>
a. Public Works	Parking Lots 10103322-569004	\$100,142.67	Parking Lot Paving
b. Public Works	Bldg. Electricity 10103350-566200	\$75,000	PURA Public Benefit Increases
c. Public Works	Sewer Treatment 22003330-566200	\$61,900	PURA Public Benefit Increases

Motion to Approve: Heyer; Seconded by, Dobin. 7-0-0.

7. Upon the request of the Finance Director, to close the Fiscal Year 2023-2024 by processing the list of transfers (attached) and incorporating these in the appropriation subsidiary ledger.

Motion to Approve : Caney, Seconded by, Keller. 7-0-0

Motion to Adjourn: Caney; Seconded by, Hightower. 7-0-0.

Meeting adjourned: 8:31 p.m.

Meeting minutes respectfully submitted by Vice-Chair, Mike Keller.