BOARD OF HEALTH
FINANCE COMMITTEE
April 24, 2018 Meeting
MINUTES

A. CALL TO ORDER AND ATTENDANCE
Chairman Pat Checko called the meeting to order at 5:44 PM in the Mezzanine Conference Room of the Wethersfield Library in Wethersfield, CT.
**Present:** Charles Brown, Patricia Checko, Deborah Henault, Jerilyn Nagel and Judith Sartucci
**Absent:** None
**Quorum present.**
**Date meeting notice posted:** April 23, 2018
**Staff:** none

B. PUBLIC FORUM – no one from the public was present.

C. ADOPTION OF AGENDA
Sartucci suggested amending the agenda by adding “Leasing Negotiations” and “District Expansion” under “Executive Session.” A MOTION was made by Sartucci, seconded by Henault to adopt the agenda as amended. **Motion carried unanimously.**

D. APPROVAL OF RECORD OF MINUTES
A MOTION was made by Sartucci, seconded by Nagel to approve the minutes of February 13, 2018 Committee meeting with minor technical changes. In favor: Brown, Checko, Nagel and Sartucci. Opposed: no one. Abstention: Henault. **Motion carried.**

E. UNFINISHED BUSINESS
1. **Executive Session** for the purposes of discussing:
   - Collective bargaining contract reopener update as pertains to the 2018-2019 budget;
   - Leasing Negotiations; and
   - District Expansion.
   A MOTION was made by Nagel, seconded by Henault to go into executive session at 5:46pm. **Motion carried unanimously.**
   In session: Brown, Checko, Nagel, Henault and Sartucci. Out of session at 6:23pm.
   Brown will investigate any security deposit requirements for potential leases.

2. **Fee Schedule Discussion**
   - Committee reviewed a final proposed fee schedule.
   - Brown reported that he had reviewed the projected revenue from the proposed fee schedule and verified a projected increase of $15,345 in fees.

Sartucci out of room at 6:33pm, returned at 6:42pm.
Henault out of room at 6:36pm, back at 6:39pm.
A MOTION was made by Henault, seconded by Nagel to forward the Proposed Fee Schedule for FY 18-19 to the Board for consideration. In favor: Brown, Checko, Henault, and Nagel. Opposed: no one. Abstention: Sartucci (out of room). Motion carried.

3. Proposed FY 18-19 Budget Review
   - Committee reviewed a final draft of the proposed budget for FY 18-19.
   - Brown reported that he had adjusted the projected expenses to reflect recent collective bargaining contract agreements and the projected revenue from State per capita grant-in-aid.
   A MOTION was made by Henault, seconded by Sartucci to forward the proposed budget for FY 18-19 to the Board for consideration. Motion carried unanimously.

F. NEW BUSINESS
1. February 2018 Financial Statement Review
   - Brown reviewed the monthly financial reports for FY 2018 through March 30, 2018 and answered and clarified issues about the February statement for the Committee.
   A MOTION was made by Henault, seconded by Nagel to accept the financial statements through February 28, 2018. Motion carried unanimously

2. March 2018 Financial Statement Review
   - Brown reviewed the monthly financial reports for FY 2018 through March 30, 2018 and answered and clarified issues for the Committee about various line items in the March report.
   A MOTION was made by Sartucci, seconded by Henault to accept the financial statements through March 30, 2018 and forward the March report to the Board for its quarterly review at its 4/26/18 meeting. Motion carried unanimously.

G. NEXT MEETING
1. The Finance Committee will meet on Tuesday, May 15, 2018 at 5:00 PM in the Wethersfield Library.
2. Agenda: Budget Hearing process and update on centralization projected costs.

H. ADJOURNMENT
   A MOTION was made by Henault, seconded by Nagel to adjourn. Motion carried unanimously. The meeting adjourned at 7:23 PM.

Respectfully submitted,

Charles K. Brown Jr.
Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: May 15, 2018