



**Town of Suffield**  
**Board of Finance (BOF)**  
Town Hall 1<sup>st</sup> Floor Conference Room  
83 Mountain Road, Suffield, CT

Tuesday, December 11, 2023 – 7 pm Regular Meeting Minutes

**Members Present:** Chris Childs, Michael Haines, Eric Harrington, Dr. Ann Huntington, Brian Kost, Mark Sinopoli **Members Absent:** None **Alternates Present:** Arthur Christian II, Mark Englander, Tom Frenaye **Alternates Absent:** None

**Also Present:** Finance Director Al Rusilowicz, Treasurer Kacy Colston, and First Selectman Colin Moll

1. Chair Harrington called the regular meeting to order at 7:01 pm.
2. Chair Harrington conducted the Pledge of Allegiance.
3. Citizen comment/Correspondence:
  - a. An email was received from Lisa Trase, Assessor, stating that the 2022 Supplemental Motor Vehicle list is complete and that the dollar value of the list is \$597,517.16, or \$147,517.16 over the budgeted revenue amount of \$450,000.00.
  - b. Mr. Childs is stepping down from the Retirement Commission. Someone will need to be appointed to fill the vacancy.
4. Election of Officers – **Mr. Haines made a motion to nominate Mr. Harrington for Chairman of the Board of Finance. There were no other nominations. Mr. Haines, Mr. Harrington, Dr. Huntington, Mr. Kost, and Mr. Sinopoli voted in favor. Mr. Harrington is nominated Chairman. Mr. Haines made a motion to nominate Mr. Kost for Vice Chairman of the Board of Finance. There were no other nominations. All members voted in favor. Mr. Kost is nominated Vice Chairman.**
5. Approval of minutes:
  - a. Regular Meeting Minutes from 11-13-2023 – **Mr. Kost made a motion to amend the minutes.** Item 5b, the third sentence should read, “There are several positions where staff are no longer at the school **due** to resignations”.  
Item 6a, the motion should read, “Mr. Childs made a motion to Transfer \$11,645 from Capital Account #1088102-59583-8000 “SPED Van Replacement” to Capital Account #1088102-**59469**-8000 “Activity Van”.  
Item 6b, the motion should read, “Mr. Childs made a motion to transfer \$56,434 to Account Number 1088102-59461-**6100** “Townwide Storage” with \$35,385 coming from Account Number 1088102-59254-6100 “Washbay-Highway” and \$21,049 coming from Account Number 1088102-59376 “Highway Garage Maintenance” for the purpose to funding a change order on the Townwide Storage Building project.  
Item 7d, the first and second sentences should read, “Municipal Revenue Sharing at \$397,887. There is \$12,000,000 with TD **Bank** that is earning approximately \$50,000 per month”.  
Item 8, the last sentence should read, “There is a need to be certain that the money in the CD’s is protected **with a supporting letter of credit with interest**”.  
**Dr. Huntington seconded the motion to amend the minutes. All in favor; motion passed 6:0.**
6. 2024 Board of Finance Meeting Schedule – **Mr. Childs made a motion to accept the 2024 Board of Finance Meeting Schedule. Dr. Huntington seconded. All in favor; motion passed 6:0.**

7. To approve transfer of \$32,322.72 from Capital Account Number 10-1088102-59358-6100 “Babb’s Beach Water Line” to a new Capital Account Number 10-1088102-59607-6100 “Babb’s Pavilion Project”. **Mr. Kost made a motion to table discussion on the transfer until First Selectman Moll can discuss it with the Board of Finance. Mr. Haines seconded. All in favor; motion passed 6:0.**
8. Director of Finance Update
  - a. Review of Current YTD variance reports. Revenues are running favorably to budget. Higher PILOT-State and Municipal Revenue Sharing grants are the major drivers. It is also expected that Interest Income and Supplemental Motor Vehicle taxes will be favorable. Expenditures are coming in on budget; there are no significant variances to note. So overall, the budget is in very good shape.
  - b. Other matters – the Audit has been delayed until the later part of December. It is expected that the Auditor will attend the February 2024 meeting to discuss this. The Grand List has increased significantly as a result of the revaluation, which will result in a reduction of the mill rate. The Board would like to have Lisa Trase, Assessor attend the January 2024 meeting to provide an update.
8. Town Treasurer Kacy Colston – STIF is currently earning at 5.47%. The Town CDs are earning 5.31% interest for 8 months. Prior to the time ending for any of the CDs, TD Bank will be contacted to confirm the rolling over the CD with interest.
9. First Selectman Colin Moll – Circle back to item #7. The Permanent Building Commission needs to do a few studies that includes engineering and environmental reviews, which would cost approximately \$20,000 to see if it is worthwhile to move forward with the Babb’s Pavilion Project. First Selectman Moll proposed to the Board of Selectmen to transfer the \$32,322.72 since the “Babb’s Beach Water Line” is no longer needed and create the new Capitol Line Item “Babb’s Pavilion Project”. The Board of Selectman have approved this motion and referred this to the Board of Finance. **Mr. Childs made a motion to transfer \$32,211.72 from Capital Account Number 10-1088102-59358-6100 “Babb’s Beach Water Line” to a new Capital Account Number 10-1088102-59607-6100 “Babb’s Pavilion Project” with the constraint that it is used for environmental and structural analysis of the property. Dr. Huntington seconded. The motion passed 5:1 with Mr. Kost voting against.** There are a few jobs in town that remain unfilled. The Radio Project will be discussed at the January 8, 2024 meeting. A possible Tri-Board meeting to review the Facilities Plan was discussed, as well as a walk-through some of the buildings to see the condition of the buildings for themselves.
10. **Mr. Kost made a motion to adjourn. Mr. Haines seconded. All in favor and the meeting adjourned at 7:56 pm.**

Respectfully submitted,

Connie Irwin  
Recording Secretary

*These minutes are not official until accepted at a subsequent meeting.*