



**TOWN OF FRANKLIN
BOARD OF FINANCE (BOF)
FRANKLIN TOWN HALL
7 Meetinghouse Hill Rd.
Franklin, Connecticut
MINUTES - SPECIAL MEETING
Thursday, January 9, 2018
7:30 p.m.**

1. Call to Order: Chairman Richard Handfield called the meeting to order at 7:30 p.m.

Members Present: Cali Carboni, Sue Dombrowski, Richard Handfield, Joe LeVasseur, Richard Weingart. **Member Absent:** Veronica Calvert. **Alternate Member Present:** Roland Mihok. **Alternate Members Absent:** Niels Jeppesen, Wesley Crawford. **Also Present:** First Selectman Charlie Grant

2. Recognition of Visitors:

3. Additions to the Agenda: None

4. Approval of Minutes:

- a. December 12, 2017 Regular Meeting

MOTION #1 (01-09-18): made by _____ **SECONDED BY** _____ that the Board of Finance approve Meeting Minutes of December 12, 2017 Regular Meeting as presented
VOICE VOTE: UNANIMOUS **MOTION CARRIES**

- b. December 12, 2017 Special Meeting

MOTION #2 (01-09-18): made by _____ **SECONDED BY** _____ that the Board of Finance approve Meeting Minutes of December 12, 2017 Special Meeting as presented
VOICE VOTE: UNANIMOUS **MOTION CARRIES**

5. Review of Reports:

- a. **Monthly Tax Collection Report:** Kelsey Allard, Tax Collector, reviewed the December 2017 monthly report as submitted.
 - 60.00% of taxes collected on the 2016 Grand List
 - \$34,931.96 prior year taxes
 - \$21,187.55 interest and lien fees
 - b. **Monthly Board of Selectmen Income Report:** Mr. Grant reviewed the report for the period July through December 2017 as submitted.
 - c. **Monthly Board of Selectmen Expense Report:** Mr. Grant reviewed the report for the period July through December 2017 as submitted.
 - d. **Monthly Board of Education Report:** No report
 - e. **Monthly Selectman's Report:** Charlie Grant was present and reviewed the overall budget. Discussion took place on the balance of Line Items 0100.35 Copier, 1200.10 PZC Printing, 1200.40 Town Planner, and 1800.10 Regional Memberships.

6. Correspondence: None
7. Unfinished Business: None
8. New Business:

- a. Request for Proposal [RFP] for Audit - FY Ending 2018 through 2020:

BOF is working on Request for Proposals and Audit Specifications for securing and awarding an Auditor. The Board of Selectmen will advertise the Request for Proposal [RFP] upon a recommendation by BOF. RFP (bids) that are received by the First Selectman's office should be addressed to the Board of Finance and opened and reviewed by the board.

- b. Board of Finance's Own Operational Budget 2018-2019:

There was BOF consensus their 2018-2019 Budget Line Items would be voted on once the Auditor is chosen and their fee is known (Line Item 0200.20 Auditor).

9. Public Comments:
10. Adjournment

MOTION #3 (01-09-18): made by Susan Dombrowski SECONDED BY Richard Weingart that the Board of Finance adjourn the meeting at 8:00 p.m.

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

Respectfully submitted,
Sherry Pollard, Board Secretary