

APPROVED
STATE OF CONNECTICUT
MUNICIPAL ACCOUNTABILITY REVIEW BOARD
SPRAGUE SUBCOMMITTEE
REGULAR MEETING MINUTES

Meeting Date and Time: Thursday, February 24, 2022 12:30 PM – 2:00 PM

Meeting Location: This was a virtual meeting. Meeting materials can be found at [Municipal Accountability Review Board \(ct.gov\)](https://www.ct.gov/municipalaccountabilityreviewboard)

Call-in Instructions: Telephone: (860) 840-2075
Access Code: 908 444 310

Members in Attendance: Kimberly Kennison (OPM Secretary designee), Christine Shaw (State Treasurer designee), Mark Waxenberg, Matthew Brokman (joined after adoption of minutes), Sal Luciano (joined after adoption of minutes)

Town Officials in Attendance: First Selectman Blanchard, Superintendent Hull

OPM Staff in Attendance: Julian Freund

I. Call to Order

The meeting was called to order at 12:35 PM.

II. Approval of Minutes:

a. November 18, 2021 Subcommittee Regular Meeting

Mr. Waxenberg made a motion to approve the minutes with a second by Ms. Shaw. The motion passed 2-0-1 with Ms. Shaw abstaining.

III. Review and Discussion: Board of Education FY 2023 Recommended Budget

Superintendent Hull provided an overview of the proposed FY 2023 Board of Education budget. The Board of Education approved the budget in January. The budget increases by \$108,554, or 1.6%. Staffing levels for certified staff remain at 28.9 FTEs. Non-certified staff decreases by 1.5 FTEs. Major budget drivers include public high school special education tuition which increases by \$135,452 and private elementary school special education tuition which adds \$79,771. Other increases totaling \$44,264 were noted. Regular education high school tuition decreases by \$127,017 and private high school special education decreases by \$21,754. Additional decreases in health and life insurance total \$44,119. A renegotiated school bus contract is saving \$17,705.

Several variables that could impact the budget were also noted, including the State Partnership health insurance rates and rising fuel costs. Superintendent Hull also noted that the district is also currently in mediation with the Non-Certified bargaining unit.

IV. Review and Discussion: Status Updates

The Town updated the Subcommittee on several financial and related matters:

a) Financial Policies and Procedures:

The Town has been compiling its financial policies and procedures in response to a repeat audit finding. A consultant was engaged to assist the Town, with a meeting anticipated on March 7 to finalize the policies and procedures.

b) FY 2021 Audit:

An extension to the end of March will be requested.

c) Budget Calendar:

A proposed budget from the First Selectman is anticipated to be submitted to the Board of Finance, and available for Subcommittee review by the March Subcommittee meeting.

d) ARPA Funding:

The area council of governments has hired a consultant to assist its member municipalities with planning and use of ARPA funds. The Town has identified IT security as one of the leading priorities for use of funds. One public meeting has been held, which also raised open space as a potential priority.

e) Other: Paper Mill Pond Dam:

The Town advised that a sinkhole at the Paper Mill Pond dam was identified in a prior inspection report. The Department of Energy and Environmental Protection has visited the site and has sent the Town a letter advising that further inspection and monitoring of the sinkhole is necessary. The Town is looking into engaging an engineering firm to perform the inspection and has submitted a grant application for funding assistance.

V. Other Related Business

None.

VI. Adjourn

Mr. Luciano made a motion to adjourn, with a second by Ms. Shaw. The meeting adjourned at 1:17 PM.