

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

**Meeting Date and Time:** Thursday, May 26, 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/municipal-accountability-review-board)

**Call-in Instructions:** Telephone: (860) 840-2075  
Access Code: 715 821 194

Members in Attendance: Kimberly Kennison (OPM Secretary designee), Christine Shaw (State Treasurer designee), Mark Waxenberg

Town Officials in Attendance: First Selectman Cheryl Blanchard, Superintendent William Hull, Michele Demicco,

OPM Staff in Attendance: Julian Freund

I. Call to Order

The meeting was called to order at 12:34 PM.

II. Approval of Minutes:

a. April 28, 2022 Subcommittee Regular Meeting

A motion to approve the minutes was made by Mr. Waxenberg with a second by Ms. Shaw. The motion passed unanimously.

III. Review, Discussion and Possible Action: Labor Contract

a. Municipal Employees Union Independent, SEIU, Local 506, AFL-CIO (BOE Non-Certified employees)

Mr. Hull provided an explanation of the contract. He noted that negotiations was a very lengthy process and came close to going to arbitration. The agreement provides for general wage increases if 2.5% in each year. In addition to the above GWIs, in FY 2023, a minimum of \$15/hour is established in accordance with minimum hourly

wage. Premium cost-sharing for employee health benefits increases from the current 12% to 13% effective July 1, 2023. The District estimated the total cost of the contract at about \$72,000 over the three-year term.

A motion to recommend approval of the contract was made by Mr. Waxenberg, with a second by Ms. Shaw. All voted in favor.

IV. Review and Discussion: FY 2021 Audit

The Town's independent auditor, Sean O'Grady of King and King Associates, presented the FY 2021 audit. In FY 2021 the Town's Fund Balance increased by roughly \$395,000, eliminating the prior year deficit of -\$48,000 to achieve a Fund Balance of about \$347,000.

The deficit in the Capital Non-Recurring Fund was reduced by \$472,000, leaving a deficit of-\$162,000 in that fund as of 6/30/2021.

There were no significant or material audit findings (prior year findings were resolved). Three recommendations were noted in the Management Letter:

- Maintenance of full trial balances (certain BOE funds)
- Evidence of approval of WPCA invoices
- Funding of expenditures from CNR fund

V. Update: FY 2022 Audit Process

Mr. O'Grady reported that interim dates have been scheduled in July and that field work will be scheduled once the Town is ready.

VI. Update: FY 2023 Budget Adoption

Ms. Blanchard reported that the budget referendum will be held on June 8<sup>th</sup>.

VII. Other Related Business

VIII. Adjourn

The meeting adjourned at 1:22 PM.