



STATE OF CONNECTICUT
OFFICE OF POLICY AND MANAGEMENT

TO: Members of the Municipal Finance Advisory Commission

FROM: Kimberly Kennison, Executive Financial Officer *Kimberly Kennison*

DATE: May 24, 2023

SUBJECT: Agenda for MFAC Meeting – Wednesday, June 21, 2023

The next MFAC meeting is scheduled for June 21st at 10:00 am and will be conducted remotely by telephone and via Microsoft TEAMS. Information for attending the meeting is as follows:

Attendance Instructions:

Attendance by phone use the following telephone number and access code:

Telephone Number: 860-840-2075
Meeting Access Code: 711 741 007#

Attendance by Microsoft TEAMS

The link to join the meeting via TEAMS was previously distributed via email to your electronic calendar.

The Agenda is as follows:

1. Call to order
2. Approval of the minutes to the April 19, 2023, meeting
3. Town of Brooklyn
 - FY 2022 Audit, Findings and Corrective Actions
 - FY 2022-23 Budget to Actual results with projections through June 30, 2023 – Town and BOE
 - FY 2023-24 Adopted Budget – Town and BOE
 - ARPA Report on use of funds - Town and BOE
 - Status Update:
 - Tax Collection Rates - FY 2023
 - FY 2023 Audit
 - Other fiscal related matters
4. City of Derby
 - FY 2022 Audit, Findings and Corrective Actions
 - FY 2022-23 Budget to Actual results with projections through June 30, 2023, City and BOE
 - FY 2023-24 Adopted Budget – City and BOE
 - ARPA Report on use of funds - City and BOE
 - Status Update:
 - Tax Collection Rates – FY 2023
 - Finance Office staffing – City and BOE
 - City Human Resources Director

- New Financial Accounting System
 - FY 2023 Audit
 - Other fiscal related matters
- 5. Town of Hamden
 - FY 2022-23 Budget to Actual results with projections through June 30, 2023, Town and BOE
 - FY 2023-24 Adopted Budget - Town and BOE
 - ARPA Report on use of funds - Town and BOE
 - Debt Service Schedule – Principal and Interest Payment for each year outstanding, beginning with FY 2023
 - Status Update:
 - Corrective Action Plan – FY 2022 Federal Audit Findings / Management Letter Findings
 - Other fiscal related matters
- 6. Town of Plymouth
 - FY 2022 Audit, Findings and Corrective Actions
 - FY 2022-23 Budget to Actual results with projections through June 30, 2023 – Town and BOE
 - FY 2023-24 Adopted Budget - Town and BOE
 - ARPA Report on use of funds - Town and BOE
 - Status Update:
 - Tax Collection Rates – FY 2023
 - FY 2023 Audit, including reconciliations and recording of transactions
 - Staffing of the Finance Office, Town and BOE
 - Other fiscal related matters
- 7. Outstanding Municipal Audit Reports
- 8. Other Business

Please contact Bill Plummer at bill.plummer@ct.gov for any questions you may have.

Cc:

Austin Tanner, First Selectman, Town of Brooklyn
Shelley Cates, Finance Director, Town of Brooklyn
Richard Dziekan, Mayor, City of Derby
Walt Mayhew, Chief of Staff, City of Derby
Nancy Balsys, Deputy Finance Director, City of Derby
Dr. Matthew J. Conway, Jr., Superintendent, Derby Public Schools
Robert Trainor, Business Manager, Derby Public Schools
Lauren Garrett, Mayor, Town of Hamden
Sean Grace, Chief of Staff, Town of Hamden
Curtis Eatman, Director of Finance, Town of Hamden
Rick Galarza, Deputy Finance Director, Town of Hamden
Joseph Kilduff, Mayor, Town of Plymouth
Grace Zweig, Finance Director, Town of Plymouth
Secretary of State
State Treasurer's Office