



STATE OF CONNECTICUT

OFFICE OF POLICY AND MANAGEMENT

TO: Members of the Municipal Finance Advisory Commission

FROM: Kimberly Kennison *Kimberly Kennison*
Executive Financial Officer

DATE: June 3, 2022

SUBJECT: Agenda for MFAC Meeting – Wednesday, June 29, 2022

The next MFAC meeting is scheduled for June 29th 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: 591 129 934#

Attendance by Microsoft TEAMS

The link to join the meeting via TEAMS will be distributed via email to your electronic calendar. If you did not receive the link, please email Alexis.Aronne@ct.gov.

The Agenda is as follows:

1. Call to order
2. Approval of the minutes to the April 20, 2022, meeting
3. Town of Brooklyn
 - FY 2021-22 Budget to Actual results with projections through June 30, 2022 (including collection rates on quarterly taxes levied)
 - Adopted FY 2022-23 Budget with budget assumptions and prior years comparisons
 - Status Update:
 - Use of ARPA funds and impact on the Town's finances
 - Update on implementation of corrective action plans for FY 2021 Audit and Management Letter Findings
 - Other fiscal related matters
4. City of Derby
 - FY 2020-21 Unaudited Operating Results
 - FY 2021-22 Budget to Actual results with projections through June 30, 2022 (including tax collection rate)
 - Adopted FY 2022-23 Budget with budget assumptions and prior years comparisons

- Status Update:
 - Corrective Action Plan - Audit and Management Letter findings
 - Audit - June 30, 2021 – Provide from audit firm details of open items, projected date for issuance of the audit report
 - Finance Office staffing – City and Board of Education
 - Other fiscal related matters
5. Town of Hamden
- FY 2021-22 Budget to Actual results with projections through June 30, 2022 (including tax collection rate)
 - Adopted FY 2022-23 Budget with budget assumptions and prior years comparisons
 - Status Update:
 - Use of ARPA funds and impact on the Town’s finances
 - Update on corrective actions taken to address audit and management letter findings identified in the June 30, 2021, audit report
 - Debt Restructuring – Completed in FY 2021-22 / Planned for FY 2022-23
 - Other fiscal related matters
6. Town of Plymouth
- FY 2020-21 Unaudited Operating Results
 - FY 2021-22 Budget to Actual results with projections through June 30, 2022 (including tax collection rate)
 - Adopted FY 2022-23 Budget (or latest Proposed if not adopted) with budget assumptions
 - Status Update:
 - Audit - June 30, 2021 – Provide from audit firm details of open items, projected date for issuance of the audit report
 - Corrective Action Plan - Audit and Management Letter findings
 - Use of ARPA funds and impact on the Town’s finances
 - Staffing of the finance office and Board of Education
 - Other fiscal related matters
7. Other Business
- a) Outstanding Municipal Audit Reports – June 30, 2021
 - b) Legislation Update

Please contact Alexis Aronne at alexis.aronne@ct.gov for any questions you may have.

Cc:

Austin Tanner, First Selectman, Town of Brooklyn
 Rushie Bean, Finance Director, Town of Brooklyn
 Richard Dziekan, Mayor, City of Derby
 Walt Mayhew, Chief of Staff, City of Derby
 Agata Herasimowicz, Director of Finance, City of Derby
 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