

APPROVED
STATE OF CONNECTICUT
MUNICIPAL ACCOUNTABILITY REVIEW BOARD
REGULAR MEETING MINUTES

Meeting Date and Time: Thursday, February 11, 2021 10:00 AM –12:00 PM

Meeting Location: This was a virtual meeting. Meeting materials can be found at <https://portal.ct.gov/OPM/Marb/Full-Board-Meetings-and-Materials>

Call-in Instructions: Telephone 1 860-840-2075
Meeting ID: 955 491 515

Members in Attendance: Kimberly Kennison (OPM Secretary designee), Matthew Brokman, Stephen Falcigno, Thomas Hamilton, Sal Luciano, Mark Waxenberg, Robert White, Patrick Egan

Municipal Officials in Attendance: Mayor Bronin, Jennifer Hockenhill, Jolita Lazauskas, Leigh Ann Ralls, First Selectman Blanchard, Superintendent Hull, Michele Demicco, Mayor Rossi, Frank Cieplinski, Matthew Cavallaro, Lee Tiernan

OPM Staff in Attendance: Michael Milone (OPM Liaison), Julian Freund

I. Call to Order & Opening Remarks by Secretary Melissa McCaw and Treasurer Shawn Wooden
The meeting was called to order at 10:04 AM.

II. Public Comment Period
There was no public comment

III. Approval of Minutes
a. January 14, 2021 Regular Meeting
A motion was made by Mr. Luciano, with a second by Mr. Hamilton, to approve the minutes of the January 14, 2021 meeting. A correction to add David Biller to the list of attendees of the meeting was noted. The minutes with that correction were approved unanimously with Mr. Brokman abstaining.

IV. City of Hartford
a. Subcommittee Update
An overview of the written update that was included in the meeting materials was provided. At its January meeting the Subcommittee heard a presentation on the City's FY 2020 financial statements and audit. The auditor's presentation included highlights from the financial statements and was part of the meeting information materials. The Subcommittee also continued its ongoing discussion regarding Special Education services. The Subcommittee is seeking an RFP to be issued for a consultant to help gather and analyze in depth data regarding referral and identification processes, use of Special Education services and related information.

b. Review and Discussion: Monthly Financial Report: December 2020

Mayor Bronin reported that the current year budget projections have improved somewhat and the City is now anticipating a modest surplus for the year. Revenues have improved due largely to unanticipated tax abatement decreases that have resulted from refinancing activity and strong collections on conveyance fees. The improvements in revenues are more than offsetting some increases in expenditures for energy, solid waste collection and tipping fees. The mayor also alerted the board to a significant collectible due from the Capitol Region Development Authority for private duty police services at XL Center events. The current amount due is approximately \$2.2 million representing invoicing over the last several years. Mayor Bronin attributed the uncollected fees to CRDA not having the funds to pay the invoices and to deficiencies in the way the State allocates revenues from XL Center events which has the effect of underpayments to the CRDA.

V. Town of Sprague

a. Subcommittee update

There was no Subcommittee meeting in January. The next Subcommittee meeting is scheduled for March 25 at which time the FY 2020 audit should be completed and available.

b. Review and discussion: Monthly Financial Report: December 2020

First Selectman Cheryl Blanchard reported that the Town's overall revenues are roughly in line with last year's revenues for the same period after adjusting for the restructuring funds received last year. Cash flow is still positive and invoices continue to be paid within 60 days. The Board of Finance has approved the issuance of an RFP for audit services. Superintendent Hull reported that a surplus of about \$165,000 is projected for the Board of Education. Classroom instruction is currently provided four days per week, with a switch to five days per week expected within a month.

VI. City of West Haven

a. Subcommittee update

An overview of the written update that was included in the meeting materials was provided. At its January meeting the Subcommittee heard a presentation on the City's FY 2020 financial statements and audit. The auditor's presentation included highlights from the financial statements and was part of the meeting information materials. The Subcommittee also reviewed additional analysis on a potential transition to the State Partnership health plan. The additional analysis projected the impact on Anthem self-insured rates for retirees if active members were to move to the Partnership. The plan is for the Board of Education to transition active employees to the Partnership effective July 1, 2021 while continuing to self-insure for retirees in the Anthem Plan. The Subcommittee was also updated on the ADP project which is expected to go live in February.

b. Review and discussion: Monthly Financial Report: December 2020

Mr. Cieplinski provided an overview of the City's budget status and reported that a small surplus is projected in the General Fund for the year. The Sewer Fund is projected to finish the year in balance. A slight deficit is projected for the Allingtown Fire Fund, which appears to be driven by high overtime expenses. The Board of Education projections have not been updated since the prior month. Mr. Cavallaro indicated that some expense items appear elevated because numerous purchases that were made to ready schools for a return to in-school learning were made early in the year. Instruction expenses reflect payments for technology investments

which are due to be reimbursed through the E-rate program. The board asked the Board of Education to provide the City with its updated budget projections on a monthly basis so they can be incorporated into the monthly financial reports.

VII. Other Business

None.

VIII. Adjourn

A motion to adjourn was made by Mr. Luciano with a second by Mr. Falcigno. The meeting adjourned at 11:18 AM.