

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

Meeting Date and Time: Thursday, March 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://municipalaccountabilityreviewboard.ct.gov)

Call-in Instructions: Telephone: (860) 840-2075
Access Code: 307 371 069#

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

Town Officials in Attendance: First Selectman Blanchard, Superintendent Hull

OPM Staff in Attendance: Julian Freund, Alexis Aronne

I. Call to Order

The meeting was called to order at 12:32 PM.

II. Approval of Minutes:

a. February 24, 2022 Subcommittee Regular Meeting

Mr. Waxenberg made a motion to approve the minutes with a second by Ms. Shaw. A correction regarding members in attendance was noted. The minutes with the correction were approved unanimously.

III. Review and Discussion: First Selectman's FY23 Recommended Budget

First Selectman Blanchard provided an overview of the proposed FY 2023 Budget. . The recommended budget provides for a 1.8% increase in revenues and a 3.1% increase in expenditures. The Town Aid Road grant has been shifted out of the General Fund budget to the capital nonrecurring fund to comply with auditor recommendations. The budget includes the salary increases for staff at 2%. The equivalent of ten hours per week was added to the Public Works budget in order to keep up with work demands. Ms. Kennison suggested the town provide a list of assumptions to the next full MARB meeting. The current mill rate of 36.0 could cover all operating expenditures. A mill increase of 0.5 mill is

proposed in order to be consistent with the Five-Year Plan. The additional funds from the mill increase support the set-aside of some funding for an inspection and possible repairs at the Paper Mill Pond dam. The budget is built around increasing the fund balance by \$61,0000. The Sprague Board of Finance will review and possibly amend the budget before releasing their recommended budget and scheduling a public hearing. Following the public hearing, the Board of Finance may make further adjustments to the recommended budget before submitting the budget for consideration at either a Town Meeting or by referendum. The town plans to have a draft of the Five-Year Plan ready for the next subcommittee meeting.

IV. Review and Discussion: Status Updates

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

a) Financial Policies and Procedures:

First Selectman Blanchard updated the subcommittee on the financial policies and procedures. The city's policy and procedures have been finalized and sent to the Board of Selectman. They anticipate the policies and procedures being adopted at the next meeting.

b) FY 2021 Audit:

An additional extension to the end of April will be requested.

c) ARPA Funding

Planning for IT improvements are underway. The Town's first report to U.S. Treasury is due in April.

V. Other Related Business

None.

VI. Adjourn

Mr. Luciano made a motion to adjourn, with a second by Ms. Shaw. The meeting adjourned at 1:10 PM.