



# CONNECTICUT

## Policy and Management

TO: Members of the Municipal Finance Advisory Commission

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

DATE: October 9, 2024

SUBJECT: Agenda for MFAC Meeting – Wednesday, November 20, 2024

The next MFAC meeting is scheduled for November 20<sup>th</sup> 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: 401 674 000#

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 August 14, 2024, meeting
3. FY 2023 and 2024 Municipal Audit Reports Update
  - OPM Update – Status of FY 2023 Municipal Audit Reports
  - Town/City Presentations
    - Update on Delinquent FY 2023 Municipal Audit Report including Updated Timelines
    - Plan/Strategy for return to timely audit submissions
4. City of Derby
  - Status Update:
    - Finance Office staffing – City and BOE
    - New Financial accounting System / Budget and Reporting – City and BOE
    - Budgeting Practice – Education Grants
    - Police outside work – charges/collection efforts
    - FY 2024 Audit, including timeline for submission
  - Updated Corrective Action Plan to FY 2023 Audit Findings, including projected implementation dates
  - FY 2023-24 Budget to Actual unaudited results through June 30, 2024, City and BOE
  - FY 2024-25 Budget to Actual results with projections through June 30, 2025, City and BOE
  - ARPA Report on use of funds – City and BOE
  - Other Fiscal Matters

5. Town of Hamden
  - Status Update:
    - FY 2024 Audit, including timeline for submission
    - Staffing of Finance Office – Town and Board of Education
  - FY 2023-24 Budget to Actual unaudited results through June 30, 2024, Town and BOE
  - FY 2024-25 Budget to Actual results with projections through June 30, 2025, Town and BOE
  - ARPA Report on use of funds - Town and BOE
  - Other Fiscal Matters
  
6. Town of Plymouth
  - Status Update:
    - Cyber Incident
    - Staffing of the Finance Office, Town and BOE
    - FY 2024 Audit, including timeline for submission
  - FY 2023-24 Budget to Actual unaudited results through June 30, 2024, Town and BOE
  - FY 2024-25 Budget to Actual results with projections through June 30, 2025, Town and BOE
  - ARPA Report on use of funds - Town and BOE
  - Other Fiscal Matters
  
7. Other Business
  - Municipal Fiscal Indicators
  - Proposed Calendar Year 2025 Meeting Dates

Please contact Bill Plummer at [bill.plummer@ct.gov](mailto:bill.plummer@ct.gov) for any questions you may have.

Cc:

Joseph DiMartino, Mayor, City of Derby  
Brian Hall, Finance Director, 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  
Seth Bernstein, Finance Director, Town of Plymouth  
Roberto Alves, Mayor, City of Danbury  
Taylor O'Brien, Chief of Staff, City of Danbury  
Dan Garrick, Finance Director, City of Danbury  
RSM, Audit Firm for City of Danbury  
Dan Cunningham, First Selectman, Town of East Lyme  
Kevin Gervais, Finance Director, Town of East Lyme  
David R. Porter, Town Manager, Town of Marlborough  
Linda Savitsky, Interim Finance Director, Town of Marlborough  
CLA, Audit Firm for Towns of East Lyme and Marlborough  
Secretary of State  
Sarah Sanders and Kimberly Masson - State Treasurer's Office