



CONNECTICUT

Policy and Management

TO: Members of the Municipal Finance Advisory Commission

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

DATE: January 17, 2025

SUBJECT: Agenda for MFAC Meeting – Wednesday, February 19, 2025

The next MFAC meeting is scheduled for February 19th 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: 250 656 613#

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 November 20, 2024, meeting
3. FY 2023 and 2024 Municipal Audit Reports Update
 - OPM Update – Status of FY 2023 and 2024 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:
 - Staffing – Finance Office - City and BOE, Tax Collector's Office
 - 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 Audit submission
 - Updated Corrective Action Plan to latest 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:
 - Staffing of Finance Office – Town and Board of Education
 - 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
6. Town of Plymouth
 - Status Update:
 - 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

Please contact Bill Plummer at 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
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