



CONNECTICUT

Policy and Management

TO: Members of the Municipal Finance Advisory Commission

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

DATE: April 11, 2025

SUBJECT: Agenda for MFAC Meeting – Wednesday, May 7, 2025

The next meeting of the Municipal Finance Advisory Commission (MFAC) is scheduled for May 7th at 10:00 am and will be an **in-person meeting only**. **The meeting location will be at the Board of Regents Conference Room, 61 Woodland Street, Hartford, CT**. The Conference Room is located on the ground floor.

The Agenda is as follows:

1. Call to order
2. Approval of the minutes to the February 19, 2025, 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
 - Financial Practices – Education Grants Budgeting, Board of Education Reconciliations, Charges/Collections for Police Outside Work
 - FY 2024 Audit including timeline for Audit submission
 - FY 2025 Audit – plan and timeline for completion
 - 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
 - FY 2025-26 Adopted Budget (including budget assumptions)
 - 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 2025 Audit – plan and timeline for completion

- 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
- FY 2025-26 Proposed/Adopted Budget (including budget assumptions)
- 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 2025 Audit – plan and timeline for completion
- 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
- FY 2025-26 Proposed/Adopted Budget (including budget assumptions)
- 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
 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
 Vijay Dora, Finance Director, Town of Plymouth
 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
 Frederick Presley, Town Manager, Town of Wethersfield
 Michael O'Neil, Finance Director, Town of Wethersfield
 John Accavallo, Accavallo & Company LLC, Derby Auditor
 Kyle Connors, CBIZ, Auditor for Hamden and Plymouth
 CLA, Audit Firm for Towns of East Lyme, Marlborough, and Wethersfield
 Secretary of State
 Sarah Sanders and Kimberly Masson - State Treasurer's Office

Enclosure: Directions to Meeting Location