

**Minutes
Board of Finance
Special Meeting
November 21,2023
6:00 PM**

Attendance:

Jack Kiley, Susan Arpin, Bret Olbrys, Victor Catalano, and Nicole Dykstra
Absent- Paula Jensen

1) Election OF Chairperson

Motion:

Bret Olbrys moved to appoint Jack Kiley as the Board of Finance Chairperson. This was seconded by Victor Catalano. Motion carried.

2) Election of Vice Chairperson

Bret Olbrys moved to appoint Susan Arpin as the Board of Finance Vice Chairperson. This was seconded by Chairman Jack Kiley. Motion carried.

3) Election Of Secretary

Susan Arpin moved to appoint Bret Olbrys as the Board of Finance Secretary. This was seconded by Nicole Dykstra. Motion carried.

4) Discussion on the Duties and Responsibilities Of Board Of Finance Members

Chairman Jack Kiley discussed the Responsibilities of the Board of Finance. He stated the two main responsibilities are setting the Mill Rate and setting the Budget for the Town. He presented the Board an Oxford Cash Position sheet for the Board to review. The spreadsheet consisted of the following.

June 30, 2023 - General Fund Balance
Anticipated - Unused Surplus
Middle School - Unspent ~~From~~ Bond
Middle School - State Reimbursement

Great Oak - Improvement Bond
Library - Payoff Basement
General Fund - Surplus Used For Revenue

Use of Surplus - HVAC Project, Towner Lane Force Main

Future Projects
Great Oak - Roof Gymnasium
High School - Heater For Pool
Fire Department
Riverside Fire

Chairman Jack Kiley continued and gave a summary of the budget for the town of Oxford. He explained approving the budget for next year, transfer of funds, contingency funds. He continued and discussed approving the budget for the next year. He stated that March, April, and May is when the budget for the following year is prepared. He welcomed all new members to the Board of Finance.

Adjournment:

Chairman Jack Kiley moved to adjourn the meeting at 6:46 PM. This was seconded by Victor Catalano. Motion carried.

Respectfully Submitted By

Kathleen Sundstrom

Kathleen Sundstrom

Clerk

TOWN OF OXFORD, CT
Kathleen Sundstrom
TOWN CLERK

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