

# MINUTES

## BOARD OF FINANCE

### REGULAR MEETING

Monday December 17, 2018

Oxford Town Hall-7:00pm

**Members Present:** Chairman Jack Kiley, Sue Arpin, Dana Flach, Paula Jensen, Robert DeBisschop

**Members Absent:** Jeff Grant

**Others Present:** James Hliva (Finance Director), Sandra Welwood (Sandra E. Welwood, LLC CPA), Kristyn Rosa (Administrative Assistant)

**Call to order:** 7:00 pm

**Pledge of Allegiance**

#### **3. Acceptance of Minutes:**

##### **(a) November 26, 2018 Regular Meeting**

Robert DeBisschop made a motion to accept the September 24, 2018 Regular Meeting minutes with corrections. The motion was seconded by Jeff Grant. The motion carried unanimously.

#### **4. Amendments to the Agenda:**

Dana Flach made a motion to move 7(b) to number 6. The motion was seconded by Jack Kiley. The motion carried unanimously.

#### **5. Audience of Citizens:**

None

#### **6. Presentation of the 2017-2018 Municipal Audit:**

Sandra Welwood of Sandra E. Welwood, LLC, went over the audit and answered questions from board members.

**7. Old Business:**

- (a) Review appraisals of Schreiber's Farm  
Appraisal not available at meeting.

**8. New Business:**

- (a) Transfer 2018-2019 for Town Clerk Election Ballots  
Robert DeBisschop moved to approve \$872.62 from contingency.  
The motion was seconded by Dana Flach. The motion carried  
unanimously.

**9. Monthly Reports:**

- (a) Board of Finance Contingency activity report.  
No discussion.

**10. Adjournment: The meeting was adjourned at 8:27 PM**

Sue Arpin made a motion to adjourn. The motion was seconded by Dana Flach. The motion carried unanimously. Jack Kiley asked for an Executive Session.

Respectfully Submitted,

*Dawn Passerine*

Dawn Passerine, BOF Clerk

19 JAN 24 PM 4:48  
TOWN OF GRAFTON, CT  
*Dana Flach*  
TOWN CLERK