

AGENDA

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GLASTONBURY BOARD OF FINANCE MEETING

AGENDA OF REGULAR MEETING

Wednesday, September 18, 2019, 4:00 PM

Town Hall, 2155 Main Street, Glastonbury, CT - Meeting Room A

Board Members: Constantine Constantine; Chairman, Jared Soper; Vice Chairman, James McIntosh, Jennifer Sanford, Walter Cusson and James Zeller.

1. Public Comment Session (sign in sheet provided)
2. Action / Communication: Chris Kachmar from FIA
 - a. Fiduciary Governance Calendar for 2nd Quarter
 - i. Action: Ratify Investment Policy Statement
 - ii. Action: Appointment of Investment Sub Committee Members
 - b. Communication: Q2-2019 Portfolio Performance Review
 - c. Communication: Portfolio Update
3. Communication: OPEB Annual Contribution
4. Communication: Minutes – July 17, 2019
5. Action / Communication: Year-End Items
 - a. Communication: Preliminary Year End Review 2017-2018 After Year End Close
 - b. Communication & Action: Health Self Insurance Fund YE Contribution (and transfer)
 - c. Communication: Special Revenue Funds June 30, 2019 Reports
 - i. Sewer Operating and Sewer Sinking Funds
 - ii. Recreation Activities and Police Private Duty Funds
 - d. Communication: Review of Capital Outlay Carry Forwards
 - e. Action: Review and Approval of Encumbrance Carry Forwards
 - f. Communication: Review of Capital Projects to be Closed
 - g. Communication: Review of Intra-Department Transfers Under \$5,000
 - h. Action: Review and Approval of Intra-Department Transfers Over \$5,000
 - i. Action: FY18/19 Inter-Departmental Transfers.
6. Communication: Pension Report – July 2019
7. Communication: Month End Investments – July 2019
8. Communication: Financial Summary (Expenditure) for 2 months - August 2019
9. Communication: Education Reconciliation – July 2019
10. Communication: Capital Projects – August 2019
11. Communication: Self Insurance Reserve Fund – August 2019
12. Communication: Transfers Approved by Town Manager Since Last Meeting
 - a. Tax Department – 3rd Workstation at the Counter (\$1,100.00)
 - b. Purchasing Department – Temporary Help (\$4,600.00)
13. Action: Transfers over \$5,000
 - a. CIP - Library Space Planning Study (\$10,515.00)
 - b. CIP - Library Windows (\$8,624.32)
 - c. CIP - Elementary School A/C Repayment to General Fund
14. Communication: Bank Collateralization Report
15. Action: Land Acquisition
16. Board of Finance member Committee Reports, comments and remarks (no action to be taken)
17. Adjournment