**TOWN OF KILLINGLY**

**FISCAL SUB-COMMITTEE MEETING**

**September 20, 2016, 6:30 p.m.**

**Room 102, Killingly Town Hall, 172 Main Street**

**Meeting Minutes**

**1. Call to Order**

 The meeting was called to order by Acting Chairman Ed Grandelski at 6:37 p.m.

 **Members Present:** Ed Grandelski, Gail Pratt

 **Alternate Present:** David Griffiths

 **Others Present:** Sean Hendricks, Town Manager; Mary Calorio, Finance Director;

 **Absent:** Kevin Ide

 Acting Chairman, Ed Grandelski acknowledged David Griffiths as a participating member for this meeting.

**2. Citizens Participation: None**

**3. Adoption of Minutes: March 15, 2016**

 Members were not able to review the minutes. This item was tabled until the next meeting.

 **4. Unfinished Business**

 None.

 **5. New Business**

**a. Discussion of Budget Transfers for Fiscal Year 2015-2016**.

M. Calorio reviewed the budget transfer request. The members commented on the small dollar amount of the transfers and that there was no transfer from Contingency this year.

Motion was made by G. Pratt to forward to the Council with the recommendation of adoption. Motion seconded by D. Griffiths and passed unanimously, 3-0-0.

**b. Discussion of transfer of remaining funds from the Town of Killingly Conservation Commission, the Inland Wetlands & Watercourses Commission and the Agriculture Commission to the Open Space Land Acquisition Fund.**

 S Hendricks reviewed the transfer balance and the fund balance of the Open Space Land Acquisition Fund. The members discussed the various options.

 Motion was made by D. Griffiths to recommend to the full Council the authorization of the transfer to the Open Space Land Acquisition Fund. The motion was seconded by G. Pratt and passed unanimously, 3-0-0.

**c. Consideration and Action on request for repair of the main entrance walkway at the Library using the Bassett-Hammond Fund.**

 M. Calorio reviewed the condition of the entrance way and the proposed repairs. Members discussed the condition and how the permanent repair would be done.

 Motion was made by G. Pratt to authorize the repair of the main entrance walkway using the Bassett-Hammond Trust Fund. Motion was seconded by D. Griffiths and passed unanimously, 3-0-0

Fiscal Subcommittee Meeting Minutes -2- September 20, 2016

**d. Consideration and Action on request for the purchase of a sign for the Library Community Room using the Frederick A. Jacobs Fund.**

 M. Calorio reviewed the request and available funding in the Frederick A. Jacobs Fund. Members discussed the request.

 Motion was made by D. Griffiths to authorize the purchase of a sign for the Library Community Room using the Frederick A. Jacobs Fund. Motion was seconded by G. Pratt and passed unanimously, 3-0-0.

**e. Discussion of Financial Policies for the Town of Killingly**

S. Hendricks gave an overview of the reason for codifying the existing financial practices into a formal policy. The members discussed the thoroughness of the policies. They stated the policies did reflect the current practices of the Town.

 Motion was made by D. Griffiths to forward the Financial Policies to the Council with the recommendation of approval. Motion was seconded by G. Pratt and passed unanimously, 3-0-0.

 **6. Other**

None.

 **7. Adjournment**

 Motion to adjourn made by G. Pratt at 7:19 p.m. The motion was seconded by D. Griffiths and passed unanimously, 3-0-0.

 Respectfully submitted,

 Mary Calorio

 Finance Director