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
   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.


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


15. Action: Land Acquisition

16. Board of Finance member Committee Reports, comments and remarks (no action to be taken)

17. Adjournment