Meeting Minutes for the
7 PM, 1/22/20 Meeting of the
Board of Finance Communication Sub-committee

APPROVED MINUTES

Members Present: Joe Corbett, Bruce Dutch, Todd Gelston
Staff Present: Cindy Varricchio
Guests Present: None

AGENDA
For the
1/22/20 BoF Communications Sub-committee Meeting
7 PM at the MOBC, Meeting Room #3

1. Call to Order
2. Approval of the Minutes – January 8, 2020 Special Meeting
3. Review of the 1st DRAFT of the Transfer Station article
4. Communication Recommendations for the next Board of Finance Meeting
5. Scheduling for the next Meeting

DISCUSSION

Meeting called to order at 7:00 PM.

Motion made by Bruce Dutch to approve the minutes for the 1/8/20 Meeting of the Communication Sub-committee. Motion seconded by Joe Corbett. Motion was approved unanimously.

The attendees reviewed the 1st DRAFT and offered suggestions and comments. All were relatively minor in nature. However, they improved the "readability" of the article. Todd Gelston thanked the attendees for their input. He also reminded them of the next steps in the review process. First, Todd will revise the DRAFT per the suggestions and comments. After making those edits, formal tables for the fiscal years and dollar figures will be constructed and added to the article. Third, the 2nd DRAFT will be reviewed at our 2/5/20 Sub-committee meeting and if approved, it will then be sent to the BoF Chairman for his review and approval. Fifth, the DRAFT will be sent to the First Selectman and the Director of Public Works for their Review. Sixth, at our next BoF Meeting the DRAFT will be reviewed by the BoF . Finally, if both the BoF and First Selectman approve the article, it will be sent via Cindy Varricchio to the East Haddam News for publication in earliest possible March issue. The intent of the article is to focus only on the current financial aspects of the Transfer Station.

Next the attendees discussed various financial communication items. The discussions yielded no formal resolutions.

The Sub-committee members then discussed the scheduling of the next meeting. They agreed to meet on Wednesday, 2/5/20 to review the DRAFT and if necessary, discuss potential other items.

The meeting adjourned at 7:43 PM.

Meeting Minutes written by Todd Gelston.