

**BOAR OF FINANCE
MINUTES OF QUARTERLY REVIEW MEETING**

The Regular Monthly Meeting of the Board of Finance was held in Seminar Room 300, Board of Education Administrative Offices, 501 Kings Highway East, Fairfield CT on Tuesday evening, January 25, 2012 at 7:30 p.m.

MEMBERS PRESENT

Members of the Board of Finance present were Thomas Flynn, Robert Bellitto Jr., James Brown, Christopher DeWitt, Ken Brachfeld, Mary LeClerc Kevin Kiley, Robert Stone, Elaine Gaffney.

BOARD OF SELECTMAN

First Selectman Michael Tetreau

ALSO PRESENT

Paul Hiller, Chief Fiscal Officer, Linda Gardner, Budget Director

AGENDA

1. Review of 2nd Quarter Financial Report for the Board of Education.

Chairman Flynn noted Dr. Title could not attend this meeting. A written quarterly report was sent electronically to the Board. Chairman Flynn suggested if the Board had any questions or concerns they would like to pass on, they can forward him an email so he can forward back through the Board and to Mr. Hiller.

2. Review of 2nd Quarter Financial and Seasonality Report for the Town

The Board discussed the Seasonality Report in detail.

Mr. Hiller noted the budget target is \$1,450 and anticipates if revenue is still ahead, we are still going coming in a quarter million dollars under target.

Chairman Flynn asked where the Town will be and the end of the year as far as the budget?

Mr. Hiller noted he is very confident and anticipates we will be able to end this year with a surplus because of the one million savings in the dept service account.

3. To hear a report from the Budget Sub-Committee of the Board of Finance and adopt the proposed calendar for the upcoming Budget Hearings.

Mr. Bellitto reported there will be a meeting on the changes in getting the presentation on the Short Term Projects for both the Town and the Board of Education on Thursday, February 16th. He noted there will be a vote on these items, Tuesday, February 28th. He also noted the main concern is to finalize this before the budget process and give these items the attention they deserve.

4. To hear a report from the Board of Finance Sub-Committee on the Approval Process for Non-Recurring Capital projects.

Mr. Brown reported that the Sub-Committee met on January 10th. He noted David Becker, RTM member, Dr. Title, BOE, Hal Kelly, TFC and Selectman Tetreau, were in attendance. Two items were reviewed and discussed at the meeting. First, was the roll of TFC. Second, the timing of the votes. He noted for this year the TFC will have no roll in the presentation of the capital improvement projects and non-recurring for the BOE. They will present themselves. He also noted if this goes forward on February 27th, the RTM will meet and vote on this item in March. He suggested for the future, the Board should have final discussions on how to handle this next year - and the timing of the votes.

5. To hear and review the current status of the Town's Pension Plans, as of December 31, 2011.

Brian Vahey presented this item to the Board. He noted they are still in the process of picking Asset Class Managers and should reach a hiring decision by the next meeting.

Mr. Brown noted the last report received was June 30, 2011, which gave the returns for the last 5 years.

Mr. Hiller will provide that figure to the Board, which he noted is important. He also noted the actuary, Hooker and Holcomb, just completed a draft copy of the experienced study report. The pension board will meet with the actuary on February 8th to go over this report. Mr. Hiller stated there are significant changes in the wind as far as the status is concerned.

Chairman Flynn noted the Board will look forward to seeing the report after pension board reviews it.

Mr. Hiller noted the intent is to put 8 ½ million into commodities before February 15th. The board has not voted on this but the intent is to move 9 million dollars into real estate investments.

Chairman Flynn noted it would be helpful to get reports on a quarterly basis.

Mr. Hiller noted Pequot fund monies that remain in the Wilmington Trust is \$650,000. He believes the target is to totally liquidate the funds by June 30th, but other targets were missed.

Mr. Vahey noted he has no problem with either advisors and feels everything is been done in a sound fiduciary manner.

There being no further business to come before the Board, Elaine Gaffney *moved* and Robert Stone *seconded* to adjourn the meeting at 9:25 p.m. *Motion passed unanimously.*

Respectfully submitted,

Josephine M. Keogh