

**BOARD OF FINANCE  
MEETING MINUTES  
June 26, 2023**

**I. CALL TO ORDER**

The meeting was opened at 7:04 p.m. via GoToMeeting by Cathy Salchert, Chair, present: Carl Gismarian, Brian Loveless, Houston Putnam Lowry, Ellen Retelle (arrived at 7:10pm) and Cathy Salchert. A quorum was present.

**II. MINUTES OF PRECEDING MEETINGS:**

**May 22, 2023, Meeting –**

On a motion made by Houston Putnam Lowry seconded Carl Gismarian it was voted:

**RESOLVED:** That the Board of Finance approves the minutes of the May 22, 2023 meeting as drafted.

Gismarian, Loveless, Lowry, and Salchert voted in favor.

Motion carried 4-0-0.

**III. TOWN MANAGERS REPORT/MISC.**

**A. Monthly Financial Report Summary**

Details of the Monthly Financial Report Summary were included in the packet report dated for the period ended 5/31/23. Tom DiStasio discussed the report.

It was noted that the Town received \$709,071 from the State for Open Choice Grant funding. The usual procedure is for the Board of Education to request a supplemental appropriation, which will be considered by the Town Council before it is considered by the Board of Finance.

**IV. OLD BUSINESS**

**21/22-21 American Rescue Plan Act.**

Town Council Updates as of June 2, 2023: [www.avonct.gov/arpa](http://www.avonct.gov/arpa)

There was nothing new to report.

**V. NEW BUSINESS**

**22/23-34 Approve Suspense List, \$29,561.13. Halaree Monnerat, Collector of Revenue**

Halaree Monnerat, Collector of Revenue, agreed with Houston Putnam Lowry's explanation that the taxes being suspended are deemed uncollectable because the businesses are no longer

operating and all reasonable attempts to collect have been exhausted. Although the taxes are deemed uncollectable at this time, they stay on the books for 15 years, allowing payments to be collected should the business resurface or payments are made.

On a motion made by Houston Putnam Lowry seconded by Ellen Retelle , it was voted:

**RESOLVED:**

That the Board of Finance approves the suspense list in the amount of \$29,561.13

Gisnarian, Loveless, Lowry, Retelle and Salchert voted in favor.  
Motion carried 5-0-0.

**22/23-35 Supplemental Appropriation: Town and Public Safety Communication System Replacement Project (ARPA), \$100,000**

The scope of this purchase was not within the scope of the original bond funding put to the voters, which would pay for a P25 system. Upon reflection, this was a more expensive system than was required. The currently proposed system will use more than 100 existing digital radios (resulting in a substantial cost savings), reduce (if not eliminate) dead spots, allow a second channel and allow the Avon police dispatch center to be directly connected when the need arises.

On a motion made by Ellen Retelle seconded by Houston Putnam Lowry, it was voted:

**RESOLVED:**

That the Board of Finance hereby amends the FY 22/23 Budget by increasing:

**REVENUES**

American Rescue Plan Act Grant, Intergovernmental, American Rescue Plan Act Grant Revenue, Account #50-0330-44037 in the amount of \$100,000 and increasing:

**APPROPRIATIONS**

American Rescue Plan Act Grant, BOE CIP-Facilities, Digital Mobile Radio System-ARPA, Account #50-4859-54604 in the amount of \$100,000 for the purchase and installation of a Digital Mobile Radio System for the Avon Public Schools.

Gisnarian, Loveless, Lowry, Retelle and Salchert voted in favor.  
Motion carried 5-0-0.

**VI. ADJOURN**

On a motion made by Houston Putnam Lowry, and seconded by Brian Loveless it was voted:

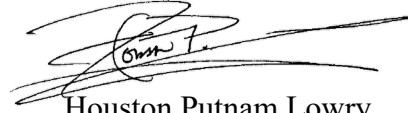
**RESOLVED:** That the Board of Finance adjourn the meeting at 7:22 p.m.

Gisnarian, Loveless, Lowry, Retelle and Salchert voted in favor.

Motion carried 5-0-0.

***Minutes are official only after approval by the Board of Finance, usually at its next meeting.***

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Houston Putnam Lowry", written over a horizontal line.

Houston Putnam Lowry,  
Secretary

Attest: Christine Pescatore, Clerk

All referenced material is available to the public in the Town Manager's Office.