



77 Main Street North, Suite 205
Southbury, CT 06488
Finance Sub-Committee
Monday 6/24/2023, 3:00 PM

Voting Members in Attendance

John Michaels (Southbury)(Finance Sub-Committee Chair)
Michael Crespan (New Milford)
Deb Fuller (Woodbury)

Non Voting Members in Attendance

Amy Bethge, MPH (Director of Health) (recording)
George Sinnamon (Auditor)

MEETING MINUTES

Discussion:

- Mr. Sinnamon clarified that if the District is not changing the per capita allocation charged to the towns, the District is not required by state statute to amend the budget
- Mr. Sinnamon noted that best practice dictates that any time there is a 10% change in the total budget, a budget revision should be made and submitted to the finance subcommittee for review
- Mr. Michaels shared that as the Chairman of the subcommittee, he has met with HVHD staff regarding the budget statements and balance sheet and believes that HVHD is just about where they need to be in terms of budgeting. He noted that the remaining item of need is a cleaned up version of budget documents that are shorter in length to highlight key items for the Board's review and that current budget documents are a bit too lengthy
- Mr. Michaels shared that virtually all of the District's money is invested in the ION Bank sweep account where it is currently earning 5.43%
- HVHD's receivables for grants and deferred income for all grants are in sync
- The finance subcommittee is receiving monthly accountings for grant expenditures and grant income that are being posted on the books
- Monthly budgets consist of a P&L statement with a month-to-date budget where the standard is that revenues are posted in a distribution similar with prior years
- Mr. Crespan agreed that all appeared to be in good order

Meeting Adjournment - 3:21pm

Motion to adjourn: John Michaels

Second: Deb Fuller

All in Favor

Motion Carries

Minutes recorded by:

A handwritten signature in blue ink that reads "Amy Bethge".

Amy Bethge