

Robert J. Park

2019 DEC 19 A 8:44

INVESTIGATION AND AUDIT COMMITTEE

TOWN COUNCIL MAJORITY OFFICE

TOWN CLERK
EAST HARTFORD

DECEMBER 12, 2019

PRESENT Awet Tsegai, Temporary Chair; Councillors Sebrina Wilson and Esther Clarke

ALSO Linda Trzetziak, Finance Director

PRESENT Vanessa Rossitto, Blum Shapiro
Jessica Aniskoff, Blum Shapiro
Paul Mainuli, Business Services Manager, East Hartford Public Schools
Joanne Zatarain, CPA, East Hartford Public Schools

CALL TO ORDER

Temporary Chair Tsegai called the meeting to order at 11:45 a.m.

NOMINATION OF OFFICERS

Chair:

Sebrina Wilson **nominated** Awet Tsegai as **Chair**.

Secretary:

Awet Tsegai **nominated** Sebrina Wilson as **Secretary**.

ADOPTION OF RULES GOVERNING MEETINGS

MOTION By Sebrina Wilson
seconded by Esther Clarke
to **adopt** Robert's Rules of Order as the rules that shall govern parliamentary procedure at all subcommittee meetings, with the exception that (1) the Chair shall not be required to restate the motion of any Council member unless requested by another Councillor, or when in the discretion of the Chair, such restatement is necessary to avoid any confusion as to the motion; and (2) where such rules are in conflict with the provisions of the State Statutes, the Town Charter, or Town Ordinances.
Motion carried 3/0.

ESTABLISHMENT OF MEETING DATES

MOTION By Esther Clarke
seconded by Sebrina Wilson

to **hold** meetings at the **call** of the Chair.
Motion carried 3/0.

STORAGE OF RECORDS

MOTION By Sebrina Wilson
seconded by Esther Clarke
to **store** records in the Town Council office.
Motion carried 3/0.

APPROVAL OF MINUTES

December 18, 2018 Meeting

MOTION By Esther Clarke
seconded by Sebrina Wilson
to **approve** the minutes of the December 18, 2018 meeting of the
Investigation & Audit Committee meeting.
Motion carried 3/0.

OPPORTUNITY FOR RESIDENTS TO SPEAK

None

NEW BUSINESS

Receive and Accept the Draft of the Comprehensive Annual Financial Report (CAFR) for
Fiscal Year ended June 30, 2019.

Linda Trzetzziak, Finance Director, introduced the attendees to the members of the Committee. She then asked Vanessa Rossitto, Partner at Blum Shapiro, to give a brief summary of the audit for FY19. Ms. Rossitto noted that she has submitted the CAFR to the State of Connecticut's Office of Policy and Management with a clear unmodified opinion, which indicates that all acceptable accounting procedures have been followed. She discussed various components of the audit, such as (1) the General Fund Balance as of year-end was \$24.4M; (2) the adopted budget of \$188.4M was revised to include a \$1.6M required transfer to the OPEB Fund and a \$2.2M transfer for year-end closing, which brought the revised budget to \$192.2M; (3) revenue collected was \$3.2M over the original budget and expenses for both the Town and BoE were \$818,000 under the revised budget amount; (4) the Town's Pension fund had a negative change in investment value that is of concern to the auditors and will be discussed with the Finance Director to see what could be implemented to improve this account; (5) there will be a new GASB rule in effect for the next fiscal year regarding Fiduciary activities;

