



Beacon Falls Board of Finance

February 6, 2013

Mr. Leonard Greene
Town Clerk, Town of Beacon Falls
10 Maple Avenue
Beacon Falls, CT 06403

Dear Mr. Greene:

The **Beacon Falls Board of Finance** will hold its regular monthly meeting on **Tuesday, February 12, 2013, at 7:30 p.m.**, in the Beacon Falls Town Hall Assembly Room.

The following agenda will be addressed at the discretion of the Chair.

1. Call to Order/Pledge of Allegiance
2. Approval of Minutes
3. Comments from the Public
4. Treasurer's Report
5. Tax Collectors Report
 - Request for new format for tax collectors report
6. Town Clerk's Report
7. Finance Managers Report
 - a. Board Clerk's Invoice
 - b. Current audit status
 - c. RFP for a town auditor
 - d. Ability to extract data from current system
 - e. Status of RFP for new financial system
 - f. Current capacity of Finance Manager
8. First Selectman Report
 - a. Transfers
 - b. Status of department budget submissions
9. Unfinished Business
 - a. Jack Levine request for details around existing supervisory procedures for each department
 - b. Selectman Salaries
10. New Business
 - a. Town Budget Discussions
11. Correspondence
12. Comments from the Public
13. Adjournment

The next regular monthly meeting will be held on Tuesday, March 12, 2013 at 7:30 p.m.

Respectfully submitted,

Martha Melville
Clerk for the Board of Finance