

Bridgewater Board of Finance
Town of Bridgewater
Town Hall • P.O. Box 216 • Bridgewater, CT 06752
Nancy Hawley, Chairman

SPECIAL MEETING – December 12, 2011

Board Members present: Walter Barlow, Lori Franklin, Nancy Hawley, Michael Reed,
Donald Shail

Guests present: First Selectman William Stuart, Selectman Curtis Read, Town Treasurer Joseph Caruso, Kim Baron, Tom Gilmore, Bill MacGeorge, Tom Segar, Julie Segar, Ned Bandler, Rick Harris, David Hawley, Alan Brown

Agenda Item #1:

Call to order at 7:02PM by Chairman Hawley.

Agenda Item #2: Security and storage of Treasurer's records, and books of accounts.

During a lengthy discussion, the Board discussed security issues facing the Treasurer's Department and the steps to be taken to ensure that town records, checkbooks, files and reports are secure. Chairman Hawley distributed and quoted C.G.S. 7-344, "The Board shall prescribe the method by which and the place where all the records and books of accounts of the town, or of any department or subdivision thereof, shall be kept."

Motion: The Town Treasurer controls all access to the Town financial books and records, which are to be accessed only by people whom the Treasurer has authorized.

Motion presented by Michael Reed, with a second by Nancy Hawley. Unanimously approved.

Agenda Item #3: Treasurer's Department staffing and compensation.

- (1) Chairman Hawley reported on a discussion with Town Attorney Baker, regarding State Statutes 7-148 and 7-460.
- (2) Chairman Hawley presented an In-depth report regarding the compensation situation and how the practice came about. Continuing her report, Chairman Hawley emphasized the importance of the Fiduciary responsibility the Board of Finance has, in regard to proper procedures regarding the Treasurer's Department.
- (3) A lengthy discussion with the Board and the First Selectman continued, regarding the duties, salary and responsibilities of the Town Treasurer.

Burnham Fund Appropriation.

Board discussion included an appropriation that was not authorized.

Treasurer Caruso reported \$3,092 income to date.

During discussion, the Board agreed there should be a quarterly report to the BOF.

Motion: To appropriate \$7500 to the Burnham Fund.

Motion offered by Michael Reed, with a second by Walter Barlow.

Barlow, Franklin, Hawley and Reed approved. Shail opposed. Motion carried.

Motion to adjourn at 7:52PM offered by Michael Reed, with a second by Walter Barlow.

Unanimously approved.

Respectfully submitted,

Patricia D. Barlow, Clerk for the Board