



Notice of Regular Meeting
CHESTER BOARD OF FINANCE
August 19, 2021 at **7:00 PM Zoom meeting**
203 Middlesex Avenue

Call to order

- Welcome and Introduction
- Seating of Full Members
- Seating of Alternate members
- Approval of minutes – BoF June 17 with correction below and July 29, 2021

- Approval of ROV for June 17, 2021 meeting

Correction of vote for NQP Project to:

From – Assessor – Outside Contractor	\$10,000
To – Highway – General Maintenance – Regular Payroll	\$2,500
To – Buildings and Grounds – Outside Contractor Other	\$7,500

Audience of Citizens

New Business

- Year End Transfers and vote
- Preparation of Meeting minutes - tbd
- Review “Financial and Accounting Policy and Procedures Manual” for any updates and vote for approval by October meeting
- Discussion – New software for enhanced reporting vs. in house support

Reports:

- Tax Collection and Revenue, Education and State of the State - Updates
- Monthly Financials
- First Selectwoman’s Report
- Covid Analysis
- American Rescue Plan Act (ARPA) approx. \$623,000 annually – process and possible projects

Open items in old business and follow-up

- a) Update on Chester’s Audit report – Recommendations to Management
-Town Clerk App

Audience of Citizens

Adjourn

Prepared by Virginia Carmany

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