



REVISED Notice of Regular Meeting
CHESTER BOARD OF FINANCE
September 16, 2021 at 7:00 PM Zoom meeting

Call to order

- Welcome and Introduction
- Seating of Full Members
- Seating of Alternate members
- Approval of minutes – July 29, 2021 and August 19, 2021
 - Aug. 19, 2021 corrections - attached

Audience of Citizens

New Business

- Consideration of BoS request for up to \$20k for Phase I and II environmental evaluations for 59 Winthrop Road
From BoF Contingency 10-01-13-1000-125
To Building and Grounds 10-02-36-1000-365

- Consideration of First Selectwoman request to for the following Transfer:

TRANSFER FROM ACCOUNT #	ACCOUNT NAME	AMOUNT
10-01-01-1000-360	BOS-Community Events	\$1,257.00
TRANSFER TO ACCOUNT #	ACCOUNT NAME	AMOUNT
10-01-01-1000-270	BOS-Legal	\$1,257.00

- Preparation of Meeting minutes - tbd
- Review “Financial and Accounting Policy and Procedures Manual” for any updates and vote for approval by October meeting - consideration of areas for review - index attached
- Discussion – New software for enhanced reporting vs. in house support – review of ad hoc reports – attached (3)
- American Rescue Plan Act (ARPA) approx. \$623,000 annually – policy, process and possible projects - attached

Reports:

- Noteworthy updates
- Monthly Financials
- First Selectwoman’s Report

Open items in old business and follow-up

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

Audience of Citizens

Town of Chester
203 Middlesex Avenue
Chester, CT 06412



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Adjourn

Attachments:

- *Corrections for August 19, 2021 meeting minutes*
- *Index of 'Finance and Accounting Policy and Procedures Manual'*
- *Ad hoc reports: Budget, Educ, Chester and Towns*
- *ARPA List of projects*

Prepared by Virginia Carmany

Join Zoom Meeting

<https://us02web.zoom.us/j/85207333750?pwd=eDV3RHVrb2NSVm82bkhCdjZZWXhRdz09>

Meeting ID: 852 0733 3750

Passcode: 212170

One tap mobile

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+1 646 558 8656 US (New York)

Meeting ID: 852 0733 3750

Passcode: 212170

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