

BOARD OF FINANCE
TOWN HALL ROSE ROOM
SEPTEMBER 17, 2018
MINUTES

Present: J. Olsen, M. Smith, D. Onofrio, K. Carr, J. Scully Welch, O. NejdI, D. Traynor and L. Santos

John Olsen called the meeting to order at 7:00 PM. Everyone stood for the pledge of allegiance.

APPROVE MINUTES – AUGUST 20, 2018

Onofrio made a motion, seconded by M. Smith to approve the minutes from August 20, 2018. The motion was unanimously approved.

CORRESPONDENCE

The board received a letter on hiring practices. A copy of the letter will be attached to the minutes. Onofrio made a motion, seconded by Smith to add agenda item 7B – Hiring Practices. The motion was unanimously approved.

VISITOR AND PUBLIC COMMENTS

No public comments were made at this time.

CAPITAL EXPENDITURE COMMITTEE

The Capital Expenditure Committee (CEC) will start meeting in September to review all departmental requests for fiscal 2019-2020. The meetings will be held on the 4th Monday of the month for September, October and November. The December meeting will be held on the 3rd Monday of the month. All of the meetings will be held at 6:00 PM in the Rose Room of the Town Hall. NejdI and Onofrio will serve as the Board of Finance representatives for the committee. The board discussed having a workshop immediately following CEC but decided it was not beneficial and rather an update from NejdI and Onofrio at the next regular board meeting would be sufficient.

FINANCE DIRECTOR'S REPORT AND LINE ITEM TRANSFER REQUESTS

NejdI made a motion, seconded by Scully Welch to transfer \$4,400 from contingency to account #75-20260 Accounts Payable – Heart & Hypertension for FY17/18. The motion was unanimously approved. Traynor requested an update on the FY17/18 transfers from contingency.

HIRING PRACTICES

The board discussed the letter that was submitted into the record regarding hiring practices. Olsen left the meeting at 7:48 PM. Onofrio, vice chairman of the Board of Finance, took over the meeting as the acting chairman for Olsen. Traynor made a motion, seconded by NejdI to seat Carr for Olsen. The motion passed with a vote of 4 in favor (Traynor, NejdI, Smith and Scully Welch).

COMMITTEE/LIAISON REPORTS

Several board members provided updates on various boards/commission.

OLD BUSINESS/NEW BUSINESS

The board did not have any new or old business to discuss.

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EXECUTIVE SESSION – FINANCE DIRECTOR POSITION

Scully Welch made a motion, seconded by NejdI to enter into executive at 8:02 pm and invite M. Schettino and First Selectman Christine Goupil. The motion was unanimously approved. The board came out of executive session at 8:31 pm. No action was taken.

ADJOURN

Scully Welch made a motion, seconded by NejdI and unanimously adjourned the meeting at 8:34 PM.

Respectfully submitted,

Mary Schettino



TOWN OF CLINTON, CONNECTICUT

September 10, 2018

Re: Hiring practices

Chairman John Olsen,

It has come to the Town's attention that a member of the Board of Finance interfered in the hiring process of new staff. They contacted references and did not disclose those conversations with the First Selectman or the Board of Finance.

The Town utilizes a centralized process for checking the background and references of applicants for positions. The reason for this approach is to ensure confidentiality and compliance with the policies of the Town, to have a consistent approach to screening applicants, and to avoid potential legal claims if an applicant is not chosen for a position. If a member of a Board or Commission conducts a background or reference check outside of this process, the member will likely be considered an agent of the Town and anything the member says or does could be considered to be an action of the Town itself. Therefore, any such conduct is inappropriate and could subject the Town to liability.

These actions were not in the best interest of the Town and may have led to the Finance Director's withdrawal after accepting position. For this reason the Town will be referring this matter to the Board of Ethics for further action.

Christine Goupil
First Selectman
Town of Clinton

cc. Board of Selectmen
Board of Finance
Board of Ethics