



ORANGE TOWN  
TOWN OF ORANGE  
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## **Board of Finance Special Meeting**

Monday, March 7, 2022

Meeting Room -Town Hall 6:00 p.m.

**Approved**

### **Attendance**

**Board of Finance Members Present:** Chairman Kevin Houlihan, Vice Chairman James Leahy, Kevin Moffett, Joseph Nuzzo, and Ajeet Jain

**Board of Finance Members Absent:** Kevin McNabola

**Staff:** John Cifarelli, Finance Director; Deborah Satonick, Recording Secretary

**Guests:** Michele Loso and Andrew Switaj, CPA, Seward & Monde

### **1. Call to Order & Introduction**

- Chairman Houlihan called the meeting to order at 6:01 p.m. and asked everyone to introduce themselves.

### **2. Public Dialogue**

- There was no public dialogue at this time.

### **New Business**

#### **1. Audit Presentation & Vote to Accept Audit for Fiscal Year Ending 6/30/2021**

- Ms. Loso reviewed the Management Letters with a recommendation to improve the Technology Policies and Procedure Manual. It was also recommended that the Rules and Regulations for Town Employees not covered by the Collective Bargaining Agreements should continue to be updated. A final recommendation was for the Town to have an updated Investment Policy for short and long term objectives.
- Ms. Loso noted that this is the first audit with the new Munis system. She turned the discussion over to Mr. Switaj, who reviewed the all of the Financial Statements and the Fund Reports in the audit with the Board of Finance members. Mr. Switaj took all questions as they arose. Mr. Leahy suggested one edit for better clarity, and this was duly noted and the revision was made.

- The OVNA deficit was discussed and mention was made regarding the revenue in self-support Parks and Recreation fund.

*Mr. Leahy made a motion to accept the audit, with one revision, as presented by Ms. Loso and Mr. Switaj. Mr. Moffett seconded the motion. All were in favor and the motion PASSED.*

## **Old Business**

### **1. Orange Board of Health – Dr. Mohammad, March 21, 2022**

- Mr. Cifarelli reported that Dr. Mohammad will be coming before the Board of Finance on March 21<sup>st</sup> to report on the COVID vaccine clinics and further COVID related funding will be determined at that time.

### **2. Adjournment**

*Mr. Moffett made a motion to adjourn the meeting at 6:42 p.m., seconded by Mr. Jain. All were in favor and the motion PASSED.*

Respectfully Submitted,  
Deborah Satonick  
Recording Secretary