



**MINUTES**  
**General Government and Finance**  
**Subcommittee Meeting**  
**Scitico Conference Room**  
**Thursday July 20, 2023 – 8:30 a.m.**

1. **Roll Call** at 8:38am...Chair Gina Cekala, Councilors Mike Ludwick and John Santanella. Other: Ellen Zoppo-Sassu, Assessor Todd Helems.
2. **Acceptance of Minutes**
  - June 23, 2023 – approved on a voice vote 3-0
3. **New Business – Other**
  - a. *Review of Smyth Trinity Farm Tax Overpayment* – Ellen distributed the background information concerning the issue. Todd gave an overview of the situation with Vision etc. John Santanella made a motion to refund Trinity-Smith in the amount of \$2,556.34 from Fund Balance for property tax. It was seconded by Mike Ludwick and approved 3-0. The Committee would like to have a more formal role in evaluating problem cases that arise to assist.
  - b. *Cash handling processes and state law*- Todd affirmed that there is a department policy and that refunds are typically issued within 6-8 weeks due to the various points that the refunds have to travel from Todd's office to Finance and eventually to the Town Council.
4. **Old Business**
  - a. *Naming of Town Owned Property*: Mancuso and Lamagna – this issue has been discussed at the April 2022 meeting. The Chair requested a word version for the Committee to be able to mark it up with changes for all members to review.
  - b. *Out of State License Plates issue* –draft letter to be reviewed
  - c. *Food Truck permitting regulations* – internal refinement continues and the Food Truck community is very happy. She will review
  - d. *Setting a quarterly schedule for update on budget/finances* – Ellen suggested that the Social Services be scheduled for GG&F and then the Town Council for the fall, so that they can have data to show as well as update the Council on the restructuring. Quarterly financial reports will also be done separately from these specific presentations. The next one is due for September.
5. **Any Other Business to come before the Committee** – Review of the Independent Report recommendations.
6. **Next Meeting Date**: Friday, August 11th
7. **Adjournment**