

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT  
ESTUARY TRANSIT DISTRICT BOARD MEETING

ESTUARY TRANSIT DISTRICT  
FINANCE COMMITTEE MEETING  
ETD GARAGE, 91 N. Main Street, Middletown, CT with Remote Options  
Wednesday, October 8, 2025, at 9:00 A.M.

CALL TO ORDER

The meeting was called to order at 9:01 a.m. by Charles Norz, Chair

ROLL CALL

A quorum was established with the following committee members present: DG Fitton, Charlie Norz and Kathryn Russell

Absent: Joan Gay

Also in attendance: Joseph Comerford Christina Denison, and Halyna Famiglietti

DISCUSSION OF BUDGET VS. ACTUALS and CASH FLOW

Copies of the Budget vs. Actuals and Cash Flow report were included in the meeting packet.

The Budget and Cash Flow were reviewed and discussed. No issues or concerns to report.

REVIEW OF BANK STATEMENTS

Copies of bank statements for the last three months were included in the meeting packet.

Famiglietti explained the various bank accounts held by the District and answered questions from committee members. Going forward statements will be sent to committee members monthly with any questions to be discussed at the next committee meeting.

OLD BUSINESS

Comerford reported that CTDOT has been auditing procurement card transactions of the transit districts.

Famiglietti reported that auditors from Seward & Monde are on the premises this week reviewing the books; the audit will be presented to the committee and full board in December.

ADJOURNMENT

Russell made a motion, seconded by Fitton, to adjourn the meeting at 9:33 a.m.

Next Regular Meeting—December 10, 2025, at 9:00 a.m.

Respectfully submitted,

Christina Denison, Clerk