

Town of Easton CT
Board of Finance – Regular Meeting Minutes

Date/Time: Tuesday November 1, 2022 – 7:00 pm
Location: Easton Senior Center, 650 Morehouse Road; also on Zoom
Recording: <https://vimeo.com/showcase/easton-board-of-finance>
(note recording only from 7:49 on)

Attendees: Members in person: Andy Kachele, Ira Kaplan, Art Laske, Michael Kot, Jackie Kaufman (7:10), Paul Skrtich (7:14)
Alternates on Zoom: Michael Gutowski, Maureen Williams
Absentees: Alternate Gregg Saunders
Guests: Dave Bindelglass (Zoom), First Selectman
Christine Calvert, Finance Director and Treasurer
Richard Doyle (Zoom), Chief of Police
Richard Colangelo (Zoom), Chair of Board of Police Commissioners
Call to Order: By Chair Art Laske at 7:07 pm

Motion to appoint Maureen as alternate in place of Jackie, and Mike G in place of Paul (until their arrival), by Andy/Mike K. Result: passes 4-0

1. (Agenda item #1) Discuss and approve the meeting minutes of 3/15, 3/21, 3/23, and 9/6/22. (7:08)

Correction from Andy, 3/23 page 3 should spell Library Director as Zaffino

Motion to approve minutes for 3/15, by Andy/Mike K. Result: passes 4-0.

Motion to approve minutes for 3/21, by Andy/Mike K. Result: passes 5-0.

Motion to approve minutes with amendments noted for 3/23, by Andy/Mike K. Results: passes 5-0.

Motion to approve minutes for 9/6, by Mike K/Jackie. Result: passes 5-0.

2. Discuss and possible action on allocating funds for Tier 1 certification as required by the Police Accountability bill. (7:12)
Presentation by Chief Rich Doyle and Police Chair Rich Colangelo.
Discussion of requirements, alternative solutions, timeline, funding needs.
Motion to make a special appropriation of \$20,000 from the undesignated fund balance to Police Department for purpose of retaining Daigle Law Group as consultant on Tier 1 certification, by Andy/Mike K. Result: passes 6-0.
3. Discuss and possible action on accepting the STEAP grant in the amount of \$244,000. (7:52)
STEAP: Small Town Economic Assistance Program
Motion to add two items to agenda, (a) Discuss and approve establishment of Capital Project Fund for New Pickleball and Tennis Courts, and (b) Discuss and approve transfer of \$61,000 from Parks and Recreation Activity Fund to newly established Capital Project Fund. Motion by Andy/Jackie. Result: passes 6-0.
- 3a. Motion to create Capital Project Fund for New Pickleball and Tennis Courts, by Andy/Jackie. Result: passes 6-0.
- 3b. Motion to transfer \$61,000 from Parks and Recreation Activity Fund to New Pickleball and Tennis Courts Capital Project Fund, by Andy/Mike K. Result: passes 6-0.

Return to topic of item 3. Dave explains that grant is for the remainder of the project costs beyond the \$61,000, and represents as intended 80% of total cost. Town approval is required and we expect to have a town meeting on other topics on 12/5/22, so that meeting can address this expenditure approval as well, to be covered by grant.

Motion to recommend to town meeting the approval of transfer of \$244,000 from the undesignated fund balance to the New Pickleball and Tennis Courts Capital Project Fund, by Andy/Jackie. Result: passes 6-0.

4. Discuss and possible action on repairing the roof on the barn located at 18-22 South Park Avenue. (7:59)
Dave presents that BOS supports repair of roof for about \$11,000 to make it sound for winter.
The barn is on the property subject to the conservation restriction that has been proposed; it is not part of the property leased by the Blazes. No specific future usage was presented, and the December vote on the conservation restriction may affect consideration of options. The consensus was to defer consideration of repair for now. No action was taken.
5. Discuss and approve the budget calendar for 2023-2024 (8:17)
Motion to accept the budget calendar for 2023-2024 as presented to this meeting, by Jackie/Mike K. Result: passes 6-0.
6. Discuss and approve the meeting calendar for 2023. (8:20)
Motion to accept the meeting calendar for 2023 as presented, by Jackie/Mike K. Result: passes 6-0.
7. First Selectman's report. (8:21)
Nothing to report for BOF consideration.
8. Treasurer's Report. (8:21)
Chris reported on issues with M&T Bank and possible move to other banks. No action taken.
9. Discuss and possible action on Munis Financial Report for appropriations and revenue presented by Finance Director. (8:25)
Chris reports numbers are in line. No action taken.

Andy notes reports suggesting our per family health insurance costs are above average and suggests insurance commission investigate alternatives.

Art says EMS was asked to attend tonight but their work was not ready, they will attend in December.

He suggested we look closely at ARPA deadlines to figure out EMS deadlines.

Andy requested that when consultants present emergency services report, that we have a joint BOS-BOF meeting.

BOE numbers still not finalized. We have heard that many towns are behind schedule.

10. Motion to adjourn by Mike K/Paul. Result: passes 6-0 at 8:35.

Submitted 11/4/22 by Ira Kaplan, BOF Clerk

Town of Easton

Board of Finance

Budget Calendar 2023/2024

To: Town Departments

Subject: **Budget Guide - Calendar 2023/2024**

- | | |
|---|--|
| January 9 | Issue budget forms and instructions to Departments |
| January 9 – January 31 | Departments:
1) prepare budget requests
2) review requests with the First Selectman |
| January 31 | Departments: return signed forms to Finance Director for summarization |
| February 24 | Finance Director returns all Departments' budget requests to the Board of Finance |
| March 7 Regular mtg.
March 8, 9, 14, 15 | Board of Finance will analyze and investigate estimates and hold budget discussions with Department Heads, Boards and Commissions. Meetings to be held at 7:00 P.M. |
| March 27 (Monday)
SSES Cafetorium | Public hearing on budget 7:00pm |
| March 28,29
April 4 (reg meeting) | Revise budget requests and prepare final recommendations for preparation acceptance of budget document.
Meetings at 7 p.m. |
| April 11 | Submit budget for the April 14, 2023 newspaper publication. |
| April 24 (Monday)
SSES Cafetorium | Tentative Annual Town Meeting
(budget adoption)
<u>7:00 p.m.</u> |
| May 2 | Referendum next day after Regional 9 Budget meeting of May 1(tentative) |

All meetings will be at the Senior Center - unless so noted above.

Town of Easton Board of Finance
Schedule of Regular Meeting Dates - 2023

7:00 p.m.

Regular Meeting Location - Easton Senior Center

All meetings are the first Tuesday of each month, except July and November

January 3, 2023

February 7, 2023

March 7, 2023

April 4, 2023

May 2, 2023 8:00PM @ SSES

June 6, 2023

July 11, 2023

August 1, 2023

September 5, 2023

October 3, 2023

November 14, 2023

December 5, 2023