ISTR # M2016000505

DATE FILED 09/08/2016 02:56:27 PM CHRISTINE HALLORAN

Town of Easton TOWN CLERK **Board of Finance - Minutes ASTON CT**

Location: Attendees: Easton Senior Center Meeting Type: Regular Date/Time: Sept 6, 2016 – 7:00 PM Matt Gachi-Chair, Paul Lindoerfer-Clerk, Andy Kachele, Michael Kot, Art Laske

Absentee(s):

Jason Stanevich, Richard Cremin, Gabriel Rossi

Guest(s):

Adam Dunsby-First Selectman, Wendy Bowditch-Treasurer, Christine Calvert-Finance Dir

Danielle Alves and Gary Simone - Park and Rec

Action/Motions:

Meeting called to order at:

by: Matt Gachi

Agenda Item 1

Approval of Past Minutes

Notes:

The BOF meeting minutes of Aug 2, 2016 were reviewed.

7:05 PM

Action/Motions:

A motion was made to approve the Aug 2, 2016 meeting minutes as presented.

Motion (Second):

Michael Kot (Andy Kachele)

Result: All in favor

Agenda Item 2

Discuss and possible action on MUNIS financial report

Notes:

Finance Director, Christine Calvert, presented two sets of financial reports for review and discussion. One set was on revenue for the complete fiscal year 2015/16. The other set was a year-to-date report on revenue and expenses for the current year. It was noted that Police spending rate for the current year seems high. The sources of revenue for the Undesignated Fund were questioned. Christine noted that she is looking into how EMS

revenue has been accounted for in prior years.

Action/Motions:

None Follow Up:

Christine to provide info on revenue sources for the Undesignated Fund.

Agenda Item 3

Review and discuss Park & Rec revenue projections

Notes:

Danielle Alves and Gary Simone from Park and Rec presented a report on Activity Account revenue and expenses for the Spring/Summer session (March 2016 - August 2016) and a second report on revenue and expense projections for the Fall/Winter session

(Sept 2016 – Feb 2017).

Action/Motions:

None

Agenda Item 4

Discuss and act upon transfer for the Park & Rec activity account

Notes:

The Board discussed an e-mail from John Broadbin of the Park and Rec Commission explaining the reasons for the increased cost to purchase the truck budgeted for the current year and requesting an appropriation from the Activity Account of \$2,700 to

cover the increase.

Action/Motions:

A motion was made to authorize an appropriation of \$2,700 from the Park and Rec

Activity Account to cover the increased cost of the truck.

Motion (Second):

Art Laske (Paul Lindoerfer)

Result: All in favor

Follow Up:

None

Agenda Item 5

Update from the Director of Finance Department on outstanding projects

Notes:

The list of projects for the Finance Director identified by the Subcommittee on Finance Department Review was discussed with Christine.

Action/Motions:

None

Follow Up:

Christine to provide the BOF with a priority for addressing the items on the project list.

Agenda Item 6	Update from the Director of Finance Department on audit
Notes: Action/Motions:	Our auditors, RSM US, have completed their first week of work on site in Easton. This was mostly dedicated to conducting random checks of transaction processing. There will be a meeting with the auditors on Sep 13 to discuss the status of the audit. We expect that the auditor's staff will spend three weeks on site in October. None
Notes:	Town Treasurer, Wendy Bowditch, presented a list of Easton's cash and debt positions. Adam Dunsby alerted the Board that there are three bridges in town that are in need of repair or rebuilding. Town funds from the Wells Hill Road account and government grants will not cover the total cost. Current estimate is that an additional \$700,000 will probably be needed. It is likely that, later this year, a town meeting will need to be called to appropriate funds for this bridge work.

Adjournment

Action/Motions:

A motion was made to adjourn at 7:54 pm

Motion (Second): Andy Kachele (Art Laske)

Result: All in favor

Submitted by,

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