

INSTR # M2016000622
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CHRISTINE HALLORAN
TOWN CLERK
EASTON CT

**Town of Easton
Board of Finance - Minutes**

Location: Easton Senior Center Meeting Type: Regular Date/Time: Nov 1, 2016 – 7:00 PM
Attendees: Matt Gachi-Chair, Paul Lindoerfer-Clerk, Richard Cremin, Andy Kachele, Michael Kot, Art Laske, Jason Stanevich
Absentee(s): Gabriel Rossi
Guest(s): Adam Dunsby-First Selectman, Wendy Bowditch-Treasurer, Christine Calvert-Finance Dir

Call to order: Meeting called to order at: 7:05PM by: Matt Gachi

Agenda Item 1 ***Discuss and approve the meeting minutes of October 5, 2016.***

Notes: None
Action/Motions: Accept the October 5, 2016 meeting minutes as presented.
Motion (Second): Andy Kachele (Michael Kot) **Result:** All in favor
Follow Up: None

Agenda Item 2 ***Discuss and possible action on Munis Financial Report for appropriations and revenue presented by the Director of Finance.***

Notes: It was noted that tax collections are on target to meet mid-year projections.
Action/Motions: None
Follow Up: None

Agenda Item 3 ***Review and determine Annual Town Report format and inclusion of schedules.***

Notes: The content of the annual town report was discussed. Rich, Andy and Paul had reviewed the state statutes regarding town reports and determined that the BOF is required to produce an annual report but the contents of the report has few specific references. It was suggested that we revise the current report format with one that replaces the financial information in the report (selected pages from the Financial Report prepared by our auditor) with (1) reference to the on-line copy of the auditor's financial report, (2) new text to-be-determined, (3) selected financial information from the Chairman's presentation at the annual public hearing on the budget, and (4) selected historical financial information. This will be discussed further at the next meeting.

Action/Motions: None
Follow Up: Continue discussion at the next meeting.

Agenda Item 4 ***Update from the Director of Finance regarding audit progress and timetable.***

Notes: Audit company staff have been at Easton two days last week and two so far this week. The audit is about three weeks behind schedule and the auditor is not able yet to provide an expected date of conclusion.

Action/Motions: None
Follow Up: None

Adjournment

Action/Motions: A motion was made to adjourn at 8:14 pm
Motion (Second): Michael Kot (Richard Cremin) **Result:** All in favor

Submitted by,


Paul Lindoerfer, Clerk