

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

**Location:** Easton Senior Center    Meeting Type: Regular    Date/Time: Oct 2, 2018 – 7:00 PM  
**Attendees:** Matt Gachi-Chair, Paul Lindoerfer, Andy Kachele, Timothy Brady  
**Absentee(s):** Art Laske, Gregg Saunders, Michael Kot, Richard Cremin  
**Guest(s):** Wendy Bowditch-Treasurer, Christine Calvert-Finance Director, Adam Dunsby-First Selectman, Jeff Parker-BOE Chairman, Randy Hicks & Katherine Reed-BOE Members

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

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***Appointment of Alternates***

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Action/Motions:    A motion was made to have Timothy Brady fill in for Rich Cremin who is absent.  
Motion (Second):    Andy Kachele (Paul Lindoerfer)    **Result:**    All in favor

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**Agenda Item 1    *Discuss and approve the meeting minutes of Sep 4, 2018***

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Notes:    None  
Action/Motions:    A motion was made to approve the Sep 4, 2018 meeting minutes as submitted.  
Motion (Second):    Andy Kachele (Timothy Brady)    **Result:**    All in favor.

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**Agenda Item 2    *Budget discussion with the Board of Education***

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Notes:    Discussion with Jeff Parker and Randy Hicks from the Board of Education. Topics included:  
                    - Health Insurance  
                    - Bus Contract  
                    - School Security Plan  
                    - 2019 and beyond  
Action/Motions:    None

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**Agenda Item 3    *Discuss and possible action on Munis Financial Reports as presented by the Finance Director***

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Notes:    The YTD budget expense and revenue reports were reviewed with no significant comments.  
Action/Motions:    None

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**Agenda Item 4    *Treasurer's Report***

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Notes:    None  
Action/Motions:    None

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**Agenda Item 5    *Discuss and act upon various line item transfers.***

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Notes:    The need for a Special Appropriation to the Regional BOE was discussed.  
Action/Motions:    A motion was made to approve a Special Appropriation from FY17/18 of \$1,481.03 to the Regional BOE.  
Motion (Second):    Andy Kachele (Paul Lindoerfer)    **Result:**    All in favor.  
Follow Up:    None

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**Agenda Item 6    *Discuss and approve the budget calendar for 2019-2020.***

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Notes:    A draft budget calendar for 2019-2020 was presented by Christine Calvert.  
Action/Motions:    A motion was made to approve the Budget Calendar as amended.  
Motion (Second):    Andy Kachele (Paul Lindoerfer)    **Result:**    All in favor.

INSTR # M2018000621    REC'D 10/04/2018    03:14:48 PM  
CHRISTINE HALLORAN TOWN CLERK EASTON CT

Follow Up: The approved Budget Calendar for 2019-2020 is attached to these minutes.

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Agenda Item 7 ***Discuss and approve the meeting calendar for 2019.***

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Notes: A draft meeting calendar for 2019 was presented by Christine Calvert.

Action/Motions: A motion was made to approve the Meeting Calendar as amended.

Motion (Second): Paul Lindoerfer (Andy Kachele) **Result:** All in favor.

Follow Up: The approved Meeting Calendar for 2019 is attached to these minutes.

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Agenda Item 8 ***Adjournment***

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Action/Motions: A motion was made to adjourn at 9:35 PM.

Motion (Second): Andy Kachele (Paul Lindoerfer) **Result:** All in favor

Submitted by,

Paul Lindoerfer- Acting Clerk

## Town of Easton

### Board of Finance

#### Budget Calendar 2019/2020

To: Town Departments

Subject: **Budget Guide - Calendar 2019/2020**

January 7 Issue budget forms and instructions to Departments

January 7– February 1 Departments:  
1) prepare budget requests  
2) review requests with the First Selectman

February 1 Departments: return signed forms to  
Director of Finance for summarization

March 1 Director of Finance returns all Departments'  
budget requests to the Board of Finance

March 5,6,7 Board of Finance will analyze and  
March 12,13,14 investigate estimates and hold budget  
(March 5 Also Reg.Mtg.) discussions with Department Heads,  
Boards and Commissions. Meetings to be  
held at **7:00 P.M.**

**March 25 (Monday)** Hold public hearing on budget  
SSES Cafetorium 7:00 p.m.

**March 26,27** **Revise budget requests and prepare**  
**April 2,3** **final recommendations for preparation**  
April 2 also reg.mtg. **acceptance of budget document.**  
**Meetings at 7 p.m.**

April 19 Submit budget for the April 25, 2018 newspaper publication.

**April 29** Annual Town Meeting - budget adoption  
SSES Cafetorium 7:00 p.m.

May 7 Referendum next day after Regional 9 Budget meeting of May 6

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

**Town of Easton Board of Finance**

**Schedule of Regular Meeting Dates - 2019**

**7:00 p.m.**

**Regular Meeting Location - Easton Senior Center**

**All meetings are the first Tuesday of each month**

**except for January and November the second Tuesday of the month**

**January 8, 2019**

**February 5, 2019**

**March 5, 2019**

**April 9, 2019**

**May 7, 2019**

**June 4, 2019**

**July 2, 2019**

**August 6, 2019**

**September 3, 2019**

**October 1, 2019**

**November 12, 2019**

**December 3, 2019**