TOWN OF EASTON

BOARD OF FINANCE - MINUTES

Special Meeting-November 4, 2014 – 6:00 P.M.

Easton Senior Center

Present: Chris Griffin-Chair, C. Lee Hanson, Andy Kachele, Paul Lindoerfer, Art Laske, Matt Gachi, Gabriel Rossi.

Absent: Elise Nappi.

Also present: Adam Dunsby-First Selectman, Wendy Bowditch-Treasurer, Grace Stanczyk-Comptroller.

Chris Griffin called the meeting to order at 6:00 p.m.

Andy Kachele moved and Paul Lindoerfer seconded a motion to have Gabriel Rossi fill in for Art Laske in his absence. Motion carried unanimously.

Art Laske arrived at 6:01 p.m.

1. Jeff Parker, Chair of the Board of Education, reviewed the advantages to create a "Capital Reserve Fund" for the Board of Education in accordance with Connecticut Statute Sec. 10-248a. Members were not in favor of creating this fund as they could not see advantages to the town in timing or process. Currently, if funds are unexpended, they are returned to the general fund for future unassigned expenditures and are available for all departments to use if necessary. The unassigned fund balance of approximately 10% of budget is also looked upon favorably for the bonding process. Peggy Sullivan, Finance and Operating Director of the Board of Education stated that the following towns have instituted this fund; Newtown, Monroe and Milford.

2. Andy Kachele moved and Art Laske seconded a motion to accept the October 7, 2014 meeting minutes with the following correction: after item #2 add the number 3 before the next paragraph. Motion carried unanimously.
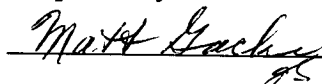
3. Lee Hanson moved and Matt Gachi seconded a motion to accept the "Statement of Purpose" for the Board of Finance as amended and to have it placed on the Town's website. Motion carried unanimously. Statement made part of these minutes.

4. Andy Kachele moved and Paul Lindoerfer seconded a motion to accept the Board's 2015 Meeting Schedule and made part of these minutes. Motion carried unanimously.

5. Andy Kachele moved and Paul Lindoerfer seconded a motion to accept the 2015-16 Budget Calendar that is made part of these minutes. Motion carried unanimously.

Andy Kachele moved and Paul Lindoerfer seconded a motion to adjourn at 6:50 P.M. Motion carried unanimously.

Respectively submitted by

_Matt Gachi_____ Matthew Gachi - Clerk

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Town of Easton Board of Finance

Schedule of Regular Meeting Dates - 2015

7:00 p.m.

Regular Meeting Location - Easton Senior Center

All meetings are the first Tuesday of each month

except April 14th and November 10th

January 6, 2015

February 3, 2015

March 3, 2015

April 14, 2015

May 5, 2015

June 2, 2015

July 7, 2015

August 4, 2015

September 1, 2015

October 6, 2015

November 10, 2015

December 1, 2015

accepted 11-4-2014 Board of Finance Special Meeting.

Town of Easton

Board of Finance

Budget Calendar 2015/2016

To: Town Departments

Subject: Budget Guide - Calendar 2015/2016

January 6	Issue budget forms and instructions to Departments
January 6– February 6	Departments: 1) prepare budget requests 2) review requests with the First Selectman
February 6	Departments: return signed forms to Comptroller for summarization
February 27	Comptroller returns all Departments' budget requests to the Board of Finance
March 3,4,5 March 10,11,12	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 23 (Monday) S.S.S. Cafetorium	Hold public hearing on budget 8:00 p.m.
March 24,25,26 **March 30,31,** **April 1**	**Revise budget requests and prepare final recommendations for preparation acceptance of budget document. Meetings at 7 p.m.**
April 16	Bring budget to the April 23, 2015 newspaper publication.
April 27 S.S.S. Cafetorium	Annual Town Meeting - budget adoption *8:00 p.m.*
May 5	Referendum next day after Regional 9 Budget meeting of May 4

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