

**Town of Easton CT**  
**Board of Finance – Regular Meeting Minutes**

Date/Time: Tuesday March 7, 2023 – 7:00 pm

Location: Easton Senior Center, 650 Morehouse Road; also on Zoom

Recording: <https://vimeo.com/showcase/easton-board-of-finance>

**Attendees:** Members in person: Ira Kaplan, Art Laske, Michael Kot, Andy Kachele, Paul Skrtich, Jackie Kaufman  
Alternates in person: Michael Gutowski, Gregg Saunders, Maureen Williams

**Absentees:** none

**Guests:** Christine Calvert, Treasurer and Finance Director  
Dave Bindelglass, First Selectman  
Bob Lessler and Kristi Sogofsky, Board of Selectmen  
Rachel Maciulewski, Town Assessor  
Deborah Szegedi, Town Clerk  
Peter Howard, Building Official  
Robert Klem and Steve Waugh, Fire Chief and Assistant Chief  
Peter Neary, Fire Marshal

**Call to Order:** By Chair Art Laske at 7:02 pm

1. (Agenda item #1) Discuss and approve the meeting minutes of 2/7/23 (7:03)

Motion to approve minutes, by Mike K/Andy. Result: passes 6-0.

2. Budget Overview (7:04)

Art gives overview of process including “fill in” budgets.

3. Review Budgets for the Following:

- a. Assessor/Board of Assessment Appeals
- b. Town Clerk
- c. Building
- d. Fire Marshal
- e. Fire Department

Rachel presented for Assessor (7:06) and Board of Assessment Appeals (7:17). She discussed new system for Personal Property. Deb presented Town Clerk budget (7:18) and answered questions on archival paper, dog tags, and property alert notification system. Her office, excluding herself, moved from 1 part time and 1 full time person to 2 part time people. Peter Howard (7:28) presented on Building Dept. He discussed revenues, renovation permits, and change in description for one employee. Rob Klem and Steve W (7:33) presented for Fire Dept. Pensions, overtime, house safety check, insurance for volunteers was discussed, as was request for Command Vehicle as most neighboring towns have. Andy suggested a written policy about usage of said vehicle. Peter Neary (7:59) presented as Fire Marshal and discussed computer system improvement.

4. Treasurer’s Report (8:05)

Chris answers questions about billing

5. Discuss and possible action on Munis Financial Report for appropriations and revenue presented by Finance Director. (8:09)

Chris answers question about anticipated savings because of little snow this winter.

6. Fill-in budgets: Treasurer, Debt Service, First Selectman, Professional Service, Probate Court, Town Hall, Cemetery, Contingency, Auditors, BOF, Town Attorney, Fringe Benefits, Firehouse Rent, Technology, Pension, ZBA and any other budgets as deemed necessary. (8:12)

Chris presents on these.

Treasurer (8:13) has open HR Compensation Coordinator position for three years, and there was discussion of changes that might be helpful in getting position filled.

Debt (8:19) payments are inflexible, no action.

First Selectman (8:21). Salary for new term is effective November.

Professional Services (8:23) discussed Land Use Consultants, Dave agreed to review budget.

Probate (8:29) is contractual cost.

Town Hall (8:31) discussed custodian, maintenance needs, old carpet.

Cemetery (8:37) discussed small increase.

Contingency (8:38) needs to consider Public Works contract renewal this year, as well as uncertainty about possible retirements with accrued benefits, etc.

Auditors (8:41) are entering last year of 3 year contract with Easton and Redding.

BOF (8:44) costs reflect Annual Report and Budget books.

Town Attorney (8:46) discussed potential legal needs.

Fringe Benefits (8:47) discussed move to different benefit provider, change in employee insurance take-up, and increase in employee's share of premium costs.

Firehouse Rent (8:51) is based on 5 year lease to November 2024.

Technology (8:52) discussed computer replacement, cyber safety and back-ups, employee safety training.

Pension (8:57) was led for years by Chair Alan Goldbecker, who stepped down last year and passed away last month. Renn Gordon is interim Chair as they are seeking a permanent Chair replacement.

Zoning Board of Appeals (9:03) is chaired by Tom Dollard, who could not attend. Chris presented the budget and explained change in charging for postage.

Paul (3/29, 4/4) and Jackie (3/28) announced meetings they would miss, and Paul asked Gregg to replace him at those meetings.

7. Motion to adjourn by Mike K/Andy. Result: passes 6-0 at 9:06.

Submitted 3/7/23 by Ira Kaplan, BOF Clerk