

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

Location: Easton Senior Center Meeting Type: Regular Date/Time: Nov 12, 2019 – 7:00 PM
Attendees: Matt Gachi-Chair, Paul Lindoerfer-Clerk, Andy Kachele, Michael Kot, Paul Skrtich, Devon Wible
Absentee(s): Gregg Saunders, Art Laske
Guest(s): Christine Calvert - Finance Director/Treasurer

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

Appointment of Alternates

Notes: Art Laske is absent and has designated Devon Wible as his substitute.

Agenda Item 1 *Election of new officers*

Action/Motions: A motion was made to elect Matt Gachi as Chairman.
Motion (Second): Kachele (Lindoerfer) **Result:** All in favor
Action/Motions: A motion was made to elect Paul Lindoerfer as Clerk.
Motion (Second): Gachi (Kachele) **Result:** All in favor

Agenda Item 2 *Discuss and approve the meeting minutes from September 3, 2019 and October 1, 2019*

Notes: Minutes of 9/3 – minor edits.
Minutes of 10/1 – minor edits & second item 2 becomes 2A and “appropriate” changed to “authorize expenditure of”.

Action/Motions: A motion was made to accept the minutes of September 3, 2019 as amended.
Motion (Second): Kachele (Lindoerfer) **Result:** All in favor
Action/Motions: A motion was made to accept the minutes of October 1, 2019 as amended.
Motion (Second): Lindoerfer (Kot) **Result:** All in favor
Follow Up: None

Agenda Item 3 *Treasurer's Report*

Notes: The Treasurer presented a report on the current status of the cash accounts.

Agenda Item 4 *Review and possible action on Munis Financial Report presented by the Finance Director*

Notes: The Finance Director presented the current month's year-to-date budget report. She also noted several items that may require BOF attention:

1. Tree Removal: Public Works is near using the \$50k allocated this year for removal of dead ash trees and has indicated that they may need \$20k more in this budget year. It is the sense of the board that this will be acceptable.
2. Fire department may need to purchase radio equipment
3. The backup ambulance has required another repair questioning its long term viability.
4. Park & Rec has indicated that they want to do maintenance on the pond at HKMS. The board will want to see a plan for the work to be done and approvals as required by the town for the work.

Agenda Item 5	<i>Present draft f budget letter to BOF</i>	
Notes:	Draft letter was discussed. Some changes recommended.	
Action/Motions:	None	
Follow Up:	Matt will redraft letter and circulate to members before sending to departments/committees.	
Agenda Item 6	<i>Update from Finance Director regarding audit.</i>	
Notes:	Expect a draft of the audit report by the end of Nov. Scott from RSM will be asked to attend our Dec meeting to discuss the report. If the Board is not able to approve the audit results at the Dec meeting an extension of time to report from the State will be requested with approval anticipated for Jan.	
Agenda Item 7	<i>Adjournment</i>	
Action/Motions:	A motion was made to adjourn at 8:23 PM.	
Motion (Second):	Kot (Lindoerfer)	Result: All in favor.

Submitted by,

Paul Lindoerfer- Clerk