

## Town of Easton Board of Finance - Minutes

**Location:** Easton Senior Center    Meeting Type: Regular    Date/Time: Feb 7, 2017 – 7:00 PM  
**Attendees:** Matt Gachi-Chair, Paul Lindoerfer-Clerk, Richard Cremin, Andy Kachele, Michael Kot, Gregg Saunders (arrived at 7:20pm)  
**Absentee(s):** Art Laske, Jason Stanevich  
**Guest(s):** Adam Dunsby-First Selectman, Christine Calvert-Finance Dir

Call to Order:    Meeting called to order at:    7:03PM    by: Matt Gachi

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### ***Appointment of Alternates***

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Notes:    No appointments were made.

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### Agenda Item 1    ***Discuss and approve the regular meeting minutes of January 3, 2017***

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Action/Motions:    A motion was made to accept the January 3, 2017 meeting minutes as presented.  
 Motion (Second):    Michael Kot (Richard Cremin)    **Result:**    All in favor.

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### ***Motion to add agenda item***

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Action/Motions:    A motion was made to add agenda item 1A to discuss and approve the special meeting minutes of January 20 & 27, 2017  
 Motion (Second):    Andy Kachele (Michael Kot)    **Result:**    All in favor.

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### Agenda Item 1A    ***Discuss and approve the special meeting minutes of January 20 & 27, 2017***

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Action/Motions:    A motion was made to accept the January 20 and 27, 2017 meeting minutes as presented.  
 Motion (Second):    Michael Kot (Andy Kachele)    **Result:**    All in favor.

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### Agenda Item 2    ***Discuss and possible action for setting up a Special Revenue Fund for Morehouse restroom***

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Notes:    Adam Dunsby discussed the need for restroom and related facilities at the Morehouse fields. He requested that a special revenue fund be established to hold funds dedicated to this purpose potentially raised by fundraising efforts or allocated by the BOF. Funds needed for these facilities are estimated to be \$60 to \$90 thousand.

Action/Motions:    A motion was made to create a special revenue fund for Morehouse Restroom Facilities.  
 Motion (Second):    Andy Kachele (Michael Kot)    **Result:**    All in favor.  
 Follow Up:    None

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### Agenda Item 3    ***Discuss and possible action on Munis Financial Report for appropriations and revenue presented by the Director of Finance***

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Notes:    This month's YTD budget expense and revenue report was reviewed with no significant comments.  
 Action/Motions:    None

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Agenda Item 4	<b><i>Review and determine Annual Town Report format and inclusion of schedules</i></b>
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Notes:	A draft of the new format for the Board of Finance portion of the Town Annual Report was reviewed. The new format replaces the Independent Auditor's Report, the Management's Discussion and Analysis and selected schedules from the audit. This data is available on line in the annual town audit data and does not need to be reproduced here. In their place will be brief introductory text, a table showing a comparison of adopted budget data for the past two years, a table showing receipts and estimated tax calculation for the past two years and a table and charts of selected historical financial data.
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Action/Motions:	None
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Agenda Item 5	<b><i>Discussion regarding upcoming budget process</i></b>
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Notes:	A revised budget meeting schedule was handed out. There will be a few significant unknowns at budget time. Negotiations with town employee unions will not have been completed so their potential effect on wages and benefits will not be known. In addition we do not expect to have a firm plan on what revenue to expect from the State.
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Action/Motions:	None
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Agenda Item 6	<b><i>Adjournment</i></b>
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Action/Motions:	A motion was made to adjourn at 8:05 PM.
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Motion (Second):	Paul Lindoerfer ( Michael Kot)
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**Result:** All in favor.

Submitted by,

Paul Lindoerfer- Clerk