

Board of Finance

Town of Essex
29 West Avenue
Essex, CT 06426
Via Remote & In Person- 7:00 PM

MINUTES

Thursday November 17, 2022

Members in Attendance:	Campbell Hudson, Mary-Louise Polo, Terry Stewart, Vincent Pacileo III, Ethan Goller
Others in Attendance:	Norman Needleman, First Selectman
	Tracey Celentano, Finance Director
	Kelly Sterner
	Danielle Schumacher, Board Clerk
	Jim Francis, Treasurer

1. CALL TO ORDER

The meeting was called to order at 7:00 PM by Chairman Campbell Hudson.

2. APPROVAL OF AGENDA

Terry Stewart made a motion to approve the agenda as submitted. Seconded by Campbell Hudson. Passed unanimously. Motion carried.

3. APPROVAL OF MINUTES: REGULAR BOF MEETING ON OCTOBER 20, 2022

Ethan Goller made a motion to approve the minutes from the October 20, 2022 regular Board of Finance meeting. Seconded by Terry Stewart. Passed unanimously. Motion carried.

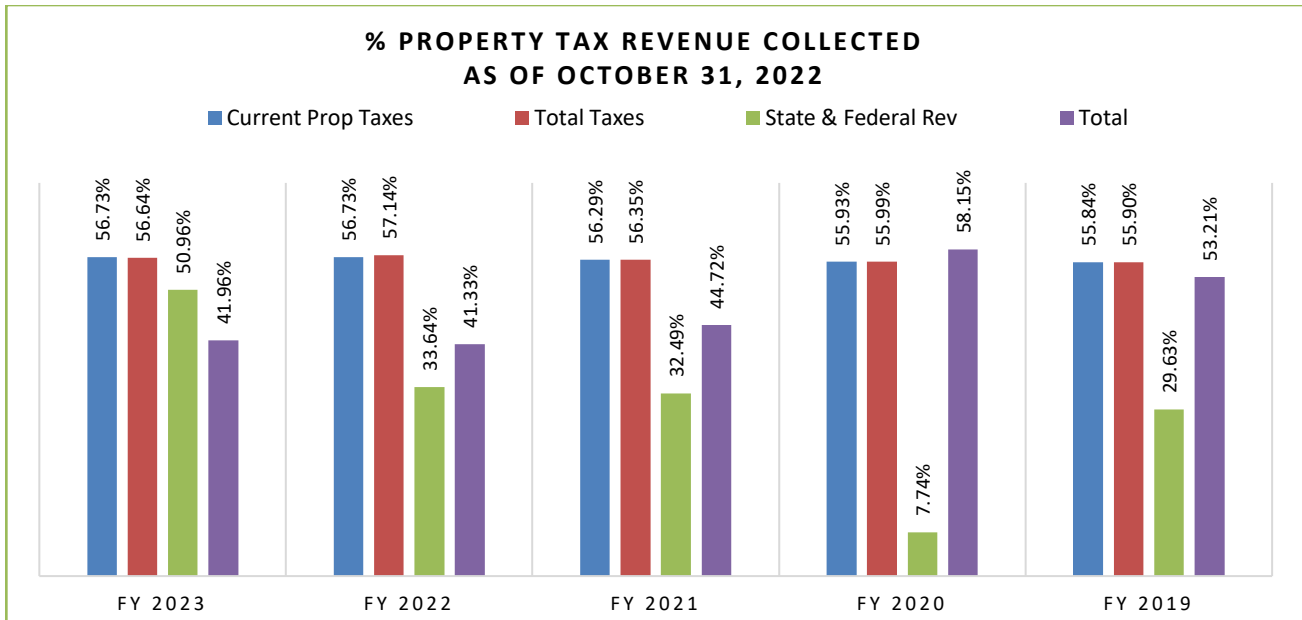
4. FINANCIAL REPORT

a. ESTIMATED OCTOBER YTD UPDATE

REVENUES

Finance Director Tracey Celentano presented the financial report to the board. The 2023 BOF and Fiscal Year 23/24 Budget Calendars were distributed as information.

October typically ranks among our slowest tax collection months. Total tax collections for the month were \$92.9K with current property taxes accounting for \$67.5K of the total. This brings current property tax deposits for the fiscal year through October 2022 to \$13,922,211 which is a collection rate of 56.73%. This is comparable historical collection rates.



As of October month-end, helped by Interest & Liens fees, the YTD total tax collections were \$14,013,426 or 56.64% of the fiscal year total compared to 57.14% as of October 2021 and 56.35% as of October 2020. We received State/Federal revenue in the form of Education Cost Sharing Grant (\$37.7K), Municipal Revenue Sharing (\$79.6K) and FEMA Reimbursement for Tropical Storm Ida (\$13.4K). Local revenues collected totaled \$49.4K in October 2022 and are comparative to 2021 but trending below prior years. Conveyance Taxes and Town Clerk Fees have slowed down compared to previous two years. Total revenues collected came in at 55.70% of budget versus 55.66% for October 2021 and 55.18% for October 2020 month end.

EXPENDITURES

Expenditures for the month of October totaled \$1,737,936 bringing spending YTD to \$10,294,431 or 39.53% of budget. Selectmen's budget expenditures made up \$344,785 of the total spending. As of October month-end, the Selectmen's budget spending YTD is \$4,126,897 or 45.47% of budget compared to 46.42% as of October 2021 and 44.98% at October 2020 month-end. The majority of the Capital Road Reconstruction has been completed (except for North Main Street). Expenses have been offset with fiscal year 2022 appropriations and Water Company reimbursement. There are no identified Risks or Overruns identified at this time.

FY 2022-2023 – IDENTIFIED OPPORTUNITIES/SAVINGS & RISKS/OVERRUNS **As of 10/31/2022**

Opportunities/Savings

- | | | |
|-----------------------------------|-----------|--|
| • Selectmen Office | \$64K +/- | Elected Payroll |
| • Municipal Revenue Sharing Grant | \$79.6K | Not budgeted – did not expect to receive |

Risks/Overruns

- None identified at this time

Vincent Pacileo III made a motion to accept the financial report as presented. Seconded by Mary-Louise Polo. Passed unanimously. Motion carried.

b. AMERICAN RESCUE PLAN ACT FUNDS

A page has been included with this month's financial report that outlines the projects utilizing ARPA funds.

5. SELECTMEN'S REPORT

Selectman Norman Needleman said that he does not have much to report. He is excited to be able to serve the Town and State Senate for another term. Eversource announced supply rates are doubling which will be devastating for thousands of people. If you use 30 kilowatt hours a day it will cost about \$100 a month.

He also said that they are working with Superintendent Brian White on the bonding for R4 Capital Projects. ADM numbers were also distributed and discussed. Essex will see a slight ADM related decrease in the R4 and Supervisory District Budgets.

6. OLD BUSINESS

None

7. NEW BUSINESS

a. SINKING FUND REQUEST – FIRE DEPARTMENT

Essex Fire Engine Company #1 Chief Andrew Kressley spoke to the board. He said that the current air packs have reached the end of their life. The current compressor, purchased in 2003, to fill the bottles is not adequate for the system they are going to acquire. The new compressor is going to be about \$132,000 delivered and installed. They do not yet have a final number for the air packs as a grant is still pending. The compressor works with both current and pending air pack purchase. The deadline for the price increase is December 21st (there will be a \$9,200 increase). There is a resale value for the old compressor and they to receive around \$5,000 for it.

Tracey Celentano said that there is currently \$1.4 million in the Fire Department Sinking Fund.

Terry Stewart made a motion to approve and recommend to Town Meeting an appropriation not to exceed \$133,000 from the Fire Department Sinking Fund for the purchase of the Bauer compressor and related equipment. Seconded by Mary-Louise Polo. Passed unanimously. Motion carried

8. COMMUNICATIONS AND CORRESPONDENCE

Terry Stewart and Campbell Hudson posed a question to the other board members. Terry Stewart said that Harbor Management Commission has a separate bank account with a \$41,000 balance (Liberty Bank) and asked if there are any town requirements for banks that they could consider

putting the balance into a CD to improve interest rates of return. Terry was referred to the list of banks approved by the BOF annually.

Campbell asked to what degree does someone in the Finance Department check on this. Tracey stated she reconciles the bank account monthly. Harbor Management Commission is the only Board/Commission which controls funds independently under the Town's EIN number.

9. PUBLIC COMMENT

No public comment

10. ADJOURNMENT

Terry Stewart made a motion to adjourn the meeting at 7:50 PM. Seconded by Vincent Pacileo III. Passed unanimously. Motion carried.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Danielle Schumacher".

Recording Clerk