

## **BOARD OF FINANCE**

29 West Avenue

Essex, CT 06426

Thursday, January 15, 2015 – 7:00 p.m.

Conference Room A – Town Hall

### **MINUTES**

In attendance: Keith Crehan, Chairman, Don Mesite, Jeffrey Woods, Fred Vollono and Mary-Louise Polo.

Others in attendance: Norman Needleman, Selectman  
James Francis, Treasurer  
Kelly Sterner, Finance Director  
Yvonne Roziak, Recording Secretary

Meeting called to order at 7:04 p.m. by Keith Crehan, Chairman

### **APPROVAL OF AGENDA:**

Keith Crehan asked for a motion to approve the agenda with the following addition:

Add item 4 c. under Financial Report - "Budget"

***Motion made by Fred Vollono to approve the agenda as amended, seconded by Don Mesite. Passed unanimously. Motion carried.***

### **APPROVAL OF MINUTES:**

***Motion made by Jeff Woods to approve the minutes of November 20, 2014, seconded by Fred Vollono. Passed unanimously. Motion carried.***

Campbell Hudson, Vice Chair arrived at 7:10 p.m.

### **FINANCIAL REPORT:**

Kelly Sterner, Finance Director provided the following financial report for the fiscal year through the month ending December, 2014

### **REVENUES**

YTD tax collections continue to be strong. The current property tax collection rate YTD as of the end of December was 64.19% versus 63.46% at the same point in fiscal year 2013-2014. Additionally, the collection of prior year tax receivables as well as interest and lien fees remains robust. Tax relief payments totaling \$35,570 came in from the state. Local revenues once again performed well with the Town Clerk's Office leading the way with \$15.7K of conveyance tax and almost \$10K of town clerk fees. Total revenues collected totaled 63.26% of budget versus 62.13% the prior year.

## **EXPENDITURES**

Expenditures fiscal YTD as of the end of December totaled \$12,959,459 or 56.21% of budget. This compares well with the 56.45% total expenditures at December 31, 2013. With the exception of the legal budget, all budgets seem to be trending as expected. Tax appeal legal fees have totaled \$22.4K for the year to date. The majority of the appeals have been settled with only 2 or 3 left to deal with. Already four appeals have been filed for next fiscal year but at this point none are sizeable. Tax payers have until 2/20/15 to file an appeal for next year. On a happier note, at this point, the current fiscal year compares very well against last year with regard to costs associated with winter weather/storms. A continuation of this trend would be welcome after the higher than normal winter costs of the prior two fiscal years.

The most recent financials from EES (11/6/14) project a surplus of \$60,074. That is the good news. Offsetting this is a projected \$187,471 deficit at Region 4. With this year's ADM calculated cost sharing ratio of 44.87% for Essex, our portion of the deficit would be \$84,118. In state tuition related to special education costs is the cause.

***Motion made by Jeff Woods to accept the Financial Report, seconded by Mary-Louise Polo. Passed unanimously. Motion carried.***

There was discussion by the board members regarding the Board of Finance budget request for 2015-2016. It was decided to keep all expenditure requests at the same level as the 2014-2015 budget.

***Motion made by Jeff Woods to approve the BOF Budget Request for FY 2015-2016. Seconded by Mary-Louise Polo. Passed unanimously. Motion carried.***

## **SELECTMEN'S REPORT:**

First Selectman, Norman Needleman presented to the Board of Finance a Sinking Fund request that was approved by the Board of Selectmen from the Parks & Recreation Commission for the following purposes: Main Street Park seawall repairs and Hubbard Baseball Field Fencing replacement. The request is to appropriate funds in the amount not to exceed \$12,000.00 for both initiatives.

***Motion made by Fred Vollono to approve and recommend to Town Meeting (if required) the appropriation of an amount not to exceed \$12,000.00 from the Parks & Recreation Capital Sinking Fund for the Main Street Park seawall repairs and the Hubbard Baseball Field fencing replacement, seconded by Jeff Woods. Passed unanimously. Motion carried.***

Norman Needleman also indicated that Mary Ellen Barnes has assumed the Interim roll as Director of Park & Recreation replacing Rick Audet.

Mr. Needleman also discussed some upcoming Region 4 initiatives and that more discussions surrounding the specifics of these initiatives will be forthcoming in the next few months.

Mr. Needleman also discussed that most likely legal fees will be higher this year due to the tax appeals from the reevaluation of properties.

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**COMMUNICATIONS AND CORRESPONDENCE:** None

**PUBLIC COMMENT:** None

**ADJOURNMENT:**

*Motion made by Fred Vollono to adjourn at 7:53 p.m., seconded by Mary-Louise Polo. Passed unanimously. Motion carried.*

*Respectfully submitted,*

*Yvonne M. Roziak  
Recording Secretary*