

These minutes have not yet been approved

**BOARD OF FINANCE
(Following Public Hearing)**

**Town of Essex
29 West Avenue
Essex, CT 06426
Auditorium – Via Zoom Online Audio**

April 22, 2021 – 7:30 p.m.

MINUTES

In attendance via Zoom: Keith Crehan, Chairman, W. Campbell Hudson, Vice Chair, Mary-Louise Polo, Vin Pacileo III, Ed Tedeschi and Ethan Goller.

Others in attendance: Norman Needleman, First Selectman
James Francis, Treasurer
Tracey Celentano, Finance Director
Kelly Sterner

Lon Seidman, Chair, EBOE
Brian White Superintendent, Reg4
Bob Grissom, Finance Director Reg4

Meeting called to order at 8:45 p.m. by Keith Crehan, Chairman, BOF

APPROVAL OF AGENDA:

Vin Pacileo made a motion to approve the agenda, seconded by Ethan Goller. Passed unanimously. Motion carried.

APPROVAL OF THE MINUTES:

BOF Budget Meeting #1 of March 18, 2021 and Regular BOF Minutes of March 30, 2021:

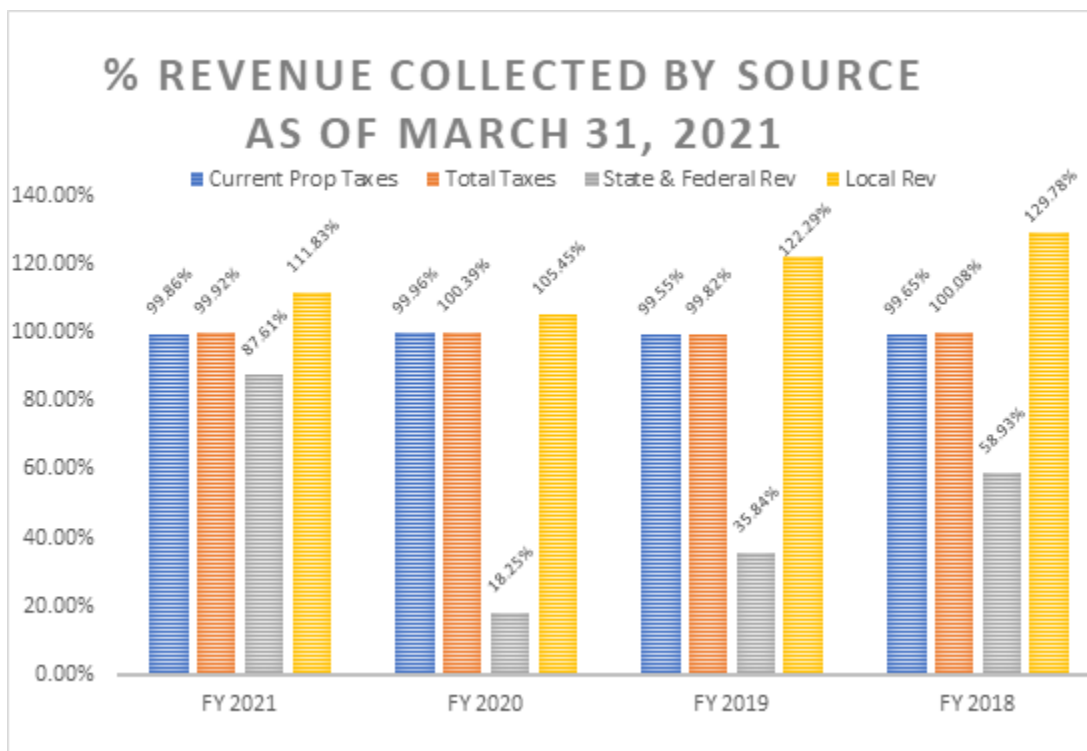
Campbell Hudson made a motion to approve the minutes of March 18, 2021, seconded by Vin Pacileo. Campbell Hudson also made a motion to approve the Minutes of March 30, 2021, seconded by Ethan Goller. Both passed unanimously. Motion carried.

After these approvals, Campbell Hudson clarified what he meant regarding his opinion referencing future enrollment projections from the Minutes of March 30, 2021 in that “at least

some of the most census studies have not been reliable.”

REVENUES

As is shown in the chart below, it has been our historical pattern to have a current tax collection rate in excess of 99% by the end of March, three quarters of the way through the fiscal year. For March, current property tax collections totaled \$77.5K which brings us to a collection rate of 99.86% which is in line with prior fiscal years. Prior years’ collections and interest/liens accounted for \$24K for the month.



As of March month-end, the YTD total tax collections were \$23,320,072 or 99.92% of the fiscal year total compared to 100.39% as of March 2020 and 99.82% as of March 2019. We received \$20,758 Access Line Tax Share for the State or Federal Revenue in March and year-to-date totals compare favorably to prior years at 87.6% of budget. Despite interest income trending significantly lower, total local revenue is at 111.8% of budgeted amount. This positive trend is due to Town Clerk Fees (\$39.4K above budget) and Conveyance Taxes (\$156K above budget) as of month-end. Total revenues collected came in at 98.54% of budget versus 98.46% for March 2020 and 98.62% for March 2019 month end (Note – Total includes budgeted deficit of \$168,933 + \$195,000 Supplemental Appropriation). For the first forecast of the year end revenue, we anticipate receiving an additional \$99.7K by fiscal year end. These results are conservative, however, will cover some of the budgeted deficit.

EXPENDITURES

Expenditures for the month of March totaled \$2,151,749 bringing spending YTD to \$19,290,984 or 77.6% of budget. Selectmen's budget expenditures made up \$681,909 of the total spending. As of March month-end, the Selectmen's budget spending YTD is \$6,679,370 or 75.7% of budget compared to 75% as of March 2020 and 3.8% at March 2019 month-end. For the month, payroll and fringe benefits accounted for \$348,268 or 51.1% of the Selectmen's budget spending for the month as it included three payrolls. Staff adjustments have resulted in the current deficit in the ZEO line.

Campbell Hudson made a motion to accept the financial report, seconded by Mary-Louise Polo. Passed unanimously. Motion carried.

SELECTMEN'S REPORT

Norman discussed that Town Hall will be going back to normal on June 1, 2021. We will continue with the vaccination clinics and people in Town were/are very appreciative. Public Works is working to make Ferry Street safer including a walking path with flower boxes. Construction in the Finance office will start soon. Public Works is also requesting an update to their lunchroom for the workers. The Food scrap recycling program has taken off and is working well.

OLD BUSINESS

None

NEW BUSINESS

- a. Consideration of 2021 -22 Selectmen's Budget and Essex Board of Education Budget and possible approval of both budgets presented at Public Hearing

Keith Crehan made a motion to approve to and move to Town meeting the proposed \$25,653,515, for the support of schools, highways and the general government and other necessary objects, seconded by Ethan Goller. Passed unanimously. Motion carried.

- b. Essex BOE sinking fund request

Campbell Hudson made a motion to approve and recommend to Town Meeting an appropriation from the EES Capital Improvement Sinking Fund in an amount not to exceed \$76,677 (see attached) as requested by the Essex Board of Education, seconded by Mary-Louise Polo. Passed unanimously. Motion carried.

Lon indicated that the gymnasium flooring is in a bit of a time crunch to get it started and requested that they start as soon as at the end of the school (which is June 9th). Norman will look to see if it can be approved ahead of time.

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Essex Elementary School		
<i>Equipment Needs - Updated 3/30/2021</i>		
<i>Amount Requested:</i>	<i>Object</i>	<i>School Year 2021-2022</i>
Tree Removal (\$2000) and fencing for playground (\$4100)	5430	6,100.00
Security & Safety - Verkada upgrade: base station plus 10 cameras	5730	25,832.00
Resurface - Gymnasium rubber flooring Quote #1 = \$42,868 Quote #2 = \$43,800 Quote #3 = \$34,675	5430	34,675.00
Replace Furniture - Grade 2	5430	10,070.00
Total		76,677.00

ADJOURNMENT

Vin Pacileo made a motion to adjourn at 9:10 p.m. seconded by Ethan Goller. Motion carried. Passed unanimously.

Respectfully submitted,

Yvonne Roziak
Recording Secretary