

Minutes have not yet been approved

**BOARD OF FINANCE
Room A
Town of Essex
29 West Avenue
Essex, CT 06426**

January 18, 2018

MEETING MINUTES

In attendance: Keith Crehan, Chairman, Campbell Hudson, Vice Chair, Mary-Louise Polo, Edward Tedeschi and Ethan Goller. Absent: Vin Pacileo III.

Others in attendance: Norman Needleman, First Selectman
David Tretter, Resident State Trooper
Kelly Sterner, Finance Director
James Francis, Treasurer
Yvonne Roziak, Recording Secretary

Meeting called to order at: 7:10 p.m. by Keith Crehan, Chairman

Keith announced a change to the agenda under the approval of minutes to include the "Special" meeting minutes from December 21, 2017 as well.

APPROVAL OF THE AGENDA:

Mary-Louise Polo made a motion to approve the agenda as amended, seconded by Ethan Goller, Passed unanimously. Motion Carried.

APPROVAL OF THE MINUTES:

Ethan Goller made a motion to approve the Regular minutes of December 21, 2017, seconded by Mary-Louise Polo. Passed unanimously. Motion Carried.

Campbell Hudson initiated a change to the Special Meeting minutes to reflect the following:

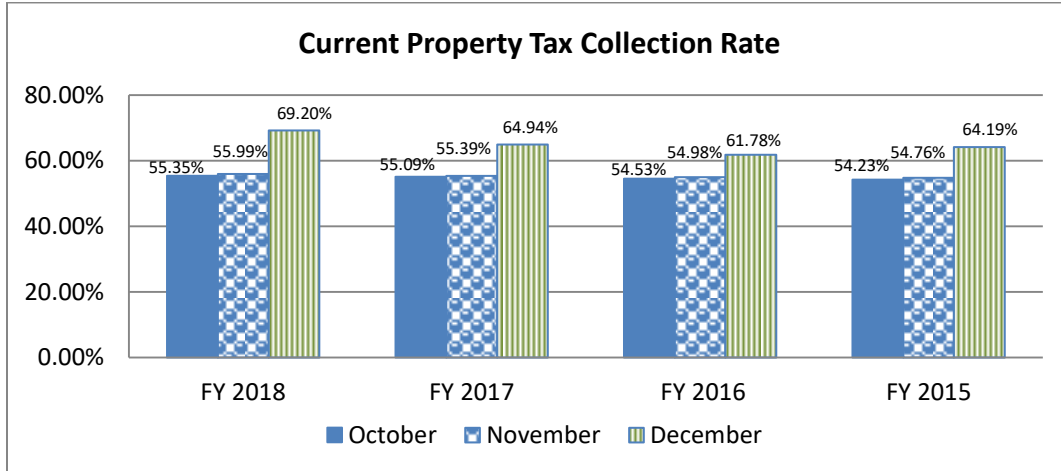
2nd and 3rd paragraphs need to be moved up to fall under the "Other's in attendance" beginning with "Keith Crehan introduced Edward Tedeschi as the Democratic Town Committee's.....etc.

Mary-Louise Polo made a motion to approve the Special minutes of December 21, 2017 as amended, seconded by Ethan Goller. Passed unanimously. Motion Carried.

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FINANCIAL REPORT:

Kelly Sterner, Finance Director, provided the following financial report for the fiscal year for December 2017:



REVENUES:

We now find ourselves half way through fiscal year 2017-2018. According to our historical pattern, the collection rate shows a bump in December based on the inflow of the second half property tax payments. Additionally, this year we see the impact of the federal tax law changes which resulted in a December 2017 current property collection rate of 69.20% which is significantly ahead of historic levels as taxpayers rushed to make the payment prior to December 31st.

Total tax collections for December 2017 were \$3,013,283 bringing the YTD total tax collections to \$15,915.748 or 69.43% of the fiscal year total. State funding for the month totaled \$114.3k and consisted primarily of the Town Aid Road grant of \$107.3k. Local revenues for the month totaled \$61.3k thanks to conveyance tax in the amount of \$35.3k for the month. Total revenues collected finished December 2017 at 68.38% of budget versus 63.90% the prior year.

EXPENDITURES:

Expenditures for the month of December totaled \$2,392.873 bringing total expenditures for the fiscal year to \$13,011,064 or 54.04% of budget. Selectmen’s budget expenditures for the month totaled \$589.3k for a total expended fiscal year to-date of \$4,043,110 or 51.21% as of the end of December 2017 compared to 46.78% as of December 2016 and 52.80% at December 2015 month end. Major spending items in December included the quarterly payments to Libraries (\$99k), General Insurance (\$38k), Valley Shore for 9-1-1 services (\$29.7k) and costs related to winter storm clean up. These winter storm costs started earlier than in the last couple of years and if we continue on the current pace, we will see overages in the Highway Department budget. Otherwise, the halfway point in our fiscal year sees the expenditure side tracking along traditional paths.

Kelly distributed the audited financial statements as of June 30, 2017 and a review of the general fund unassigned fund balance from fiscal year end 2000 through the most recently ended fiscal year.

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Motion made by Ethan Goller to accept the Financial Report, seconded by Mary-Louise Polo. Passed unanimously. Motion carried.

SELECTMEN'S REPORT:

Norman thanked Trooper Tretter for coming in to discuss the Harbor Patrol Police Boat options for the replacement of the current boat. Norman indicated that he discussed this last night with the Board of Selectmen and is here tonight to request a sinking fund appropriation for this purchase. The previous boat was a "Parker" fishing boat and CIRMA will replace the value of that boat. The insurance proceeds are not fixed yet but will be at least \$60k and likely more. We need to have a reliable patrol boat in the water in the summer. The Harbor Commission would like to have us out there every day in the Harbor as we patrol a very large portion of the river. Norman and David reviewed the specifications and differences between boat Option #1 and Option #2 (this being the preferred option). Norman indicated that we are in a position that we can purchase the better boat and that Option #2 is his and David's recommendation. Jim Francis indicated that we would definitely want a boat that could carry a litter (an injured person) if need be. Norman wants this new vessel to be housed inside and the new garage at Public Works will be where this will be kept in the off-season so that it is ready to deploy quickly, if needed.

Campbell Hudson made a motion to approve that the full amount of the insurance proceeds for the police harbor patrol boat to be added to Harbor Patrol Sinking Fund with the intention to use said funds for partial payment for the new police harbor patrol boat, seconded by Ethan Goller. Passed unanimously. Motion carried.

Campbell Hudson made a motion to approve and recommend to Town Meeting an appropriation from the Harbor Patrol Sinking Fund for the purchase of a new Harbor Patrol boat along with all necessary equipment, electronics, associated transportation and training costs with a total appropriation not to exceed \$190,000 or the sum of \$127,072 plus the insurance proceeds, whichever is less, seconded by Ethan Goller. Passed unanimously. Motion carried.

OLD BUSINESS: None

NEW BUSINESS: None

COMMUNICATIONS AND CORRESPONDENCE: None

PUBLIC COMMENT: None

ADJOURNMENT:

Keith Crehan made a motion to adjourn the meeting at 8:33 p.m., seconded by Ethan Goller. Passed unanimously. Motion carried.

Respectfully submitted,

Yvonne Roziak
Recording Secretary