

TOWN OF EAST HAMPTON, CONNECTICUT

BOARD OF FINANCE

Meeting Agenda

Monday, December 20, 2021
Town Hall - Room 201 & Zoom
7:00 PM

Regular Meetings

January 18, 2022 (Tues)

February 22, 2022 (Tues)

March 21, 2022

April 18, 2022

May 16, 2022

June 20, 2022

July 18, 2022

August 15, 2022

September 19, 2022

October 17, 2022

November 21, 2022

December 19, 2022

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Adoption of Agenda
- 4) Approval of Minutes of Meeting(s) *
 - a) October 18, 2021 Regular Meeting
 - b) November 29, 2021 Special Meeting
- 5) Public Remarks
- 6) Financial Transactions *
- 7) Correspondence
- 8) Status Reports (Financial)
 - a) Revenue
 - b) Expenditures
- 9) New Business *
 - a) FY 2023 Budget
- 10) Continued Business *
- 11) Special Presentations
- 12) Liaison Appointments/Reports*
 - a) Town Council (Coshow / McLennan)
 - b) Board of Education (Bonaccorso / Bennington)
 - c) Economic Development Commission (Cunningham)
 - d) Lake / Conservation (Jenks)
 - e) Fire Commissioners (Bonaccorso)
 - f) Brownfields/Redevelopment (Cunningham)
 - g) Park & Rec. Advisory Board (Coshow)
 - h) HS Athletic Field Renovation (Brown)
 - i) Capital Committee (Brown / Bennington)
- 13) Public Remarks
- 14) Adjournment

* - Potential action item

ZOOM Information

Board of Finance Regular Meeting 12-20-2021

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/83515532305>

Or One tap mobile :

US: +16465588656,,83515532305# or +13017158592,,83515532305#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

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Webinar ID: 835 1553 2305

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YEAR-TO-DATE BUDGET REPORTP
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FOR 2022 13

ACCOUNTS 01	FOR: GENERAL FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
40 Property taxes							
01060135	Finance and Accounting	17,000	0	17,000	.00	17,000.00	.0%
01060136	Collector of Revenue	41,460,568	0	41,460,568	25,823,582.89	15,636,985.11	62.3%
01060137	Assessor	20,000	0	20,000	.00	20,000.00	.0%
	TOTAL Property taxes	41,497,568	0	41,497,568	25,823,582.89	15,673,985.11	62.2%
41 Investment income							
01060135	Finance and Accounting	20,000	0	20,000	2,448.51	17,551.49	12.2%
	TOTAL Investment income	20,000	0	20,000	2,448.51	17,551.49	12.2%
42 License, permit& FEES							
01060136	Collector of Revenue	1,000	0	1,000	250.99	749.01	25.1%
01060137	Assessor	300	0	300	57.00	243.00	19.0%
01070000	Town Clerk	279,750	0	279,750	223,567.75	56,182.25	79.9%
01210211	Police Administration	6,000	0	6,000	2,628.30	3,371.70	43.8%
01220223	FIRE MARSHAL	100	0	100	90.00	10.00	90.0%
01320000	Human Services	0	0	0	100.00	-100.00	100.0%
01410000	Building, Planning & Zonin	193,600	0	193,600	206,043.34	-12,443.34	106.4%
01470000	Middle Haddam Historic Dis	150	0	150	125.00	25.00	83.3%
01510000	Public Works Admin.	350	0	350	195.00	155.00	55.7%
01560000	Transfer Station	33,050	0	33,050	22,558.30	10,491.70	68.3%
01680681	E Hampton Public Library	1,000	0	1,000	1,917.85	-917.85	191.8%
	TOTAL License, permit& FEES	515,300	0	515,300	457,533.53	57,766.47	88.8%
44 STATE & LOCAL GRANTS							
01060135	Finance and Accounting	127,139	0	127,139	153,141.38	-26,002.38	120.5%
01060137	Assessor	130,338	0	130,338	92,143.22	38,194.78	70.7%
01210211	Police Administration	0	0	0	260.00	-260.00	100.0%
01320000	Human Services	15,911	0	15,911	.00	15,911.00	.0%

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TOWN OF EAST HAMPTON
YEAR-TO-DATE BUDGET REPORT

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FOR 2022 13

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
01410000 Building, Planning & Zonin	0	0	0	3,500.00	-3,500.00	100.0%
01510000 Public Works Admin.	340,393	0	340,393	160,772.92	179,620.08	47.2%
01962510 Fiscal Services - CO	6,923,665	0	6,923,665	1,739,399.00	5,184,266.00	25.1%
TOTAL STATE & LOCAL GRANTS	7,537,446	0	7,537,446	2,149,216.52	5,388,229.48	28.5%
47 Other revenue						
01010000 Town Manager's Department	32,850	0	32,850	16,425.48	16,424.52	50.0%
01050130 New Town Hall/Police/BOE	21,000	0	21,000	.00	21,000.00	.0%
01060135 Finance and Accounting	29,865	0	29,865	4,491.12	25,373.88	15.0%
01090000 General Insurance	0	0	0	35,609.00	-35,609.00	100.0%
01220223 FIRE MARSHAL	0	0	0	559.00	-559.00	100.0%
01510000 Public Works Admin.	0	0	0	11,377.00	-11,377.00	100.0%
01560000 Transfer Station	500	0	500	366.68	133.32	73.3%
01610610 Park & Recreation	5,200	0	5,200	1,550.00	3,650.00	29.8%
01670000 Community Center	150	0	150	.00	150.00	.0%
01680681 E Hampton Public Library	0	0	0	5.70	-5.70	100.0%
TOTAL Other revenue	89,565	0	89,565	70,383.98	19,181.02	78.6%
TOTAL GENERAL FUND	49,659,879	0	49,659,879	28,503,165.43	21,156,713.57	57.4%

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FOR 2022 13

ACCOUNTS 01	FOR: GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01010000	Town Manager's Department	373,471	0	373,471	145,258.03	.00	228,212.97	38.9%
01020000	Town Council/Special Progr	40,424	0	40,424	27,200.51	.00	13,223.49	67.3%
01040000	LEGAL	85,000	0	85,000	14,824.18	.00	70,175.82	17.4%
01050130	New Town Hall/Police/BOE	289,151	0	289,151	119,285.65	24,680.59	145,184.76	49.8%
01060135	Finance and Accounting	489,312	0	489,312	221,105.03	280.00	267,926.97	45.2%
01060136	Collector of Revenue	178,406	0	178,406	73,978.44	.00	104,427.56	41.5%
01060137	Assessor	198,571	0	198,571	81,838.15	.00	116,732.85	41.2%
01070000	Town Clerk	179,086	0	179,086	82,102.47	17,194.60	79,788.93	55.4%
01080000	Registrars/Elections	44,362	0	44,362	18,343.76	.00	26,018.24	41.4%
01090000	General Insurance	398,050	0	398,050	202,957.21	.00	195,092.79	51.0%
01100000	Probate Court	18,943	0	18,943	9,471.50	.00	9,471.50	50.0%
01110000	Employee Benefits	2,198,281	0	2,198,281	1,421,732.71	.00	776,548.29	64.7%
01120000	Contingency	30,000	0	30,000	.00	.00	30,000.00	.0%
01150000	Information Technology	144,851	0	144,851	76,872.59	525.00	67,453.41	53.4%
01210211	Police Administration	347,398	0	347,398	158,680.40	4,956.61	183,760.99	47.1%
01210212	Regular Patrol	1,789,914	0	1,789,914	755,277.05	2,840.55	1,031,796.40	42.4%
01210213	Lake Patrol	2,096	0	2,096	332.27	.00	1,763.73	15.9%
01210214	Animal Control	51,900	0	51,900	.00	.00	51,900.00	.0%
01220221	Firefighting	325,310	0	325,310	128,674.43	.00	196,635.57	39.6%
01220223	FIRE MARSHAL	92,010	0	92,010	34,106.83	280.00	57,623.17	37.4%
01220225	Town Center Fire System	8,050	0	8,050	1,780.90	.00	6,269.10	22.1%
01230000	Ambulance	64,790	0	64,790	50,297.05	.00	14,492.95	77.6%
01240000	Emergency Management	9,665	0	9,665	8,001.76	.00	1,663.24	82.8%
01250000	Public Safety Dispatch	240,075	0	240,075	40,872.98	.00	199,202.02	17.0%
01260000	Street Lighting	51,000	0	51,000	14,798.69	.00	36,201.31	29.0%
01310000	Chatham Health District Fe	167,300	0	167,300	83,648.00	83,648.00	4.00	100.0%
01320000	Human Services	121,747	0	121,747	44,558.22	280.00	76,908.78	36.8%
01330000	Senior Center	146,226	0	146,226	51,173.05	.00	95,052.95	35.0%
01340000	Transportation	53,500	0	53,500	49,046.25	.00	4,453.75	91.7%
01350000	Community Services	5,725	0	5,725	6,760.00	.00	-1,035.00	118.1%
01360000	CEMETERY CARE	5,000	0	5,000	.00	.00	5,000.00	.0%
01370000	Commission on Aging	1,200	0	1,200	765.56	.00	434.44	63.8%
01410000	Building, Planning & Zonin	392,278	0	392,278	161,259.09	2,075.00	228,943.91	41.6%
01420000	Econ. Development Commissi	5,302	0	5,302	1,430.59	.00	3,871.41	27.0%
01430000	Conservation & Lake Commis	57,427	0	57,427	23,760.50	.00	33,666.50	41.4%
01460000	Redevelopment Agency	1,462	0	1,462	209.32	.00	1,252.68	14.3%
01470000	Middle Haddam Historic Dis	800	0	800	319.88	.00	480.12	40.0%
01510000	Public Works Admin.	1,501,362	0	1,501,362	579,270.19	4,638.00	917,453.81	38.9%
01520000	Engineering	40,000	0	40,000	8,355.34	.00	31,644.66	20.9%
01530000	Town Garage	52,118	0	52,118	9,300.27	.00	42,817.73	17.8%
01540000	Townwide Motor Fuel	100,450	0	100,450	35,063.38	.00	65,386.62	34.9%
01550000	Road Materials	370,000	0	370,000	74,779.99	7,600.00	287,620.01	22.3%
01560000	Transfer Station	202,655	0	202,655	70,732.36	1,294.28	130,628.36	35.5%
01610610	Park & Recreation	460,463	0	460,463	205,679.95	8,100.00	246,683.05	46.4%

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ACCOUNTS 01	FOR: GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01660000	Arts & Cultural Commission	2,300	0	2,300	192.32	.00	2,107.68	8.4%
01670000	Community Center	163,877	0	163,877	51,900.58	.00	111,976.42	31.7%
01680681	E Hampton Public Library	559,339	0	559,339	242,076.88	.00	317,262.12	43.3%
01680682	Middle Haddam Library Dona	10,000	0	10,000	10,000.00	.00	.00	100.0%
01710711	General Obligation Bonds-P	2,855,000	0	2,855,000	2,855,000.00	.00	.00	100.0%
01720721	General Obligation Bonds-I	641,620	0	641,620	351,704.06	.00	289,915.94	54.8%
01750000	Capital Leases	151,992	0	151,992	43,557.55	.00	108,434.45	28.7%
01810000	Operating Transfers Out	855,225	0	855,225	42,500.00	.00	812,725.00	5.0%
TOTAL GENERAL FUND		16,574,484	0	16,574,484	8,690,835.92	158,392.63	7,725,255.45	53.4%

Fiscal Year 2023 Budget Calendar

All meetings to be held at Town Hall and on Zoom

Date	Description	Time (if applicable)
Wednesday, January 19, 2022	Submit budget requests to Finance Department	
Wednesday, February 2, 2022	Submit budget narratives to Finance Department	
January & February	Town Manager review of Operating & Capital Budgets	
February	Capital Committee meetings to review and approve Capital Plan	
Tuesday, February 15, 2022	Press Release on Budget workshop	
Monday, February 28, 2022	Town Manager completion of proposed budget	
Friday, March 4, 2022	Press Release on Budget deliberations	
Monday, March 14, 2022	Submit Manager Proposed Budget to the Board of Finance	
Monday, March 21, 2022	Board of Finance Public Hearing <i>Town and Board of Education Budget Presentation</i>	6:30 PM
Tuesday, March 22, 2022	Budget workshop Pub. Works / Police / Building Dept. / Capital / Tax Collector / Town	4:00 PM- 6:30 PM
Wednesday, March 23, 2022	Budget workshop Senior Center / Library / Youth & Family Svs. / Park & Rec.	6:30 PM- 8:30 PM
Thursday, March 24, 2022	Budget workshop Fire Dept. / Emer. Mgmt. / EDC / Conservation Lake / MH Library / Brownfields Redevelopment	6:30 PM- 8:30 PM
Friday, March 25, 2022	Budget workshop Board of Education	4:00 PM- 6:00 PM
Saturday, March 26, 2022	Budget workshop Town Operations	8:30 AM – 10:30 AM
Wednesday, March 30, 2022	Board of Finance Special Meeting Budget deliberations	6:30 PM
Wednesday, April 6, 2022	Board of Finance Special Meeting Budget deliberations	6:30 PM
Tuesday, April 12, 2022	Submit Board of Finance budget to members of Town Council	
t/b/d	Town Council Special Meeting Adoption of Annual Budget	6:30 PM
t/b/d (Between May 2nd and June 8th)	Town Meeting	6:00 PM
TBD	Town VOTE	6:00 AM - 8:00 PM
June 2022	Set mill rate	