

TOWN OF EAST HAMPTON, CONNECTICUT

BOARD OF FINANCE

Meeting Agenda

Monday December 19, 2022
Town Hall - Room 201 & Zoom
7:00 PM

Regular Meetings

December 19, 2022

January 17, 2023 (Tues)

February 21, 2023 (Tues)

March 20, 2023

April 17, 2023

May 15, 2023

June 19, 2023

July 17, 2023

August 21, 2023

September 18, 2023

October 16, 2023

November 20, 2023

December 18, 2023

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Elections *
 - a) Nominations and Vote – Chairperson
 - b) Nominations and Vote – Vice-Chairperson
- 4) Adoption of Agenda
- 5) Approval of Minutes of Meeting(s) *
 - a) November 21, 2022 Regular Meeting
- 6) Public Remarks
- 7) Financial Transactions *
- 8) Correspondence
- 9) Status Reports (Financial)
 - a) Revenue
 - b) Expenditures
- 10) New Business *
 - a) FY 2024 Budget Calendar
- 11) Continued Business *
 - a) Discussion & Possible Consideration of Town/BOE IT Consolidation/Restructuring
- 12) Special Presentations
- 13) Liaison Appointments/Reports*
 - a) Town Council (McLennan/ Cunningham)
 - b) Board of Education (Bonaccorso / Bennington)
 - c) Economic Development Commission (Turner)
 - d) Lake / Conservation (Bonaccorso)
 - e) Fire Commissioners (Brown)
 - f) Brownfields/Redevelopment (Cunningham)
 - g) Park & Rec. Advisory Board (Coshow)
 - h) Capital Committee (Brown / Bennington)
- 14) Public Remarks
- 15) Adjournment

* - Potential action item

ZOOM Information

Board of Finance Regular Meeting 12-19-2022

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84033572005>

Or One tap mobile :

US: +16469313860,,84033572005# or +13017158592,,84033572005#

Or Telephone:

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

US: +1 646 931 3860 or +1 301 715 8592 or +1 305 224 1968 or +1 309 205 3325 or +1 312 626 6799 or +1 646 558 8656 or +1 346 248 7799 or +1 360 209 5623 or +1 386 347 5053 or +1 507 473 4847 or +1 564 217 2000 or +1 669 444 9171 or +1 669 900 9128 or +1 689 278 1000 or +1 719 359 4580 or +1 253 205 0468 or +1 253 215 8782

Webinar ID: 840 3357 2005

TOWN OF EAST HAMPTON



YEAR-TO-DATE BUDGET REPORT

FOR 2023 13

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
01 GENERAL FUND						
40 Property taxes						
01060135 Finance and Accounting	12,000	0	12,000	.00	12,000.00	.0%
01060136 Collector of Revenue	42,255,230	497,327	42,752,557	24,570,966.95	18,181,590.05	57.5%
01060137 Assessor	20,000	0	20,000	.00	20,000.00	.0%
TOTAL Property taxes	42,287,230	497,327	42,784,557	24,570,966.95	18,213,590.05	57.4%
41 Investment income						
01060135 Finance and Accounting	10,000	0	10,000	47,393.56	-37,393.56	473.9%
TOTAL Investment income	10,000	0	10,000	47,393.56	-37,393.56	473.9%
42 License,permit& FEES						
01060136 Collector of Revenue	1,000	0	1,000	243.26	756.74	24.3%
01060137 Assessor	300	0	300	.00	300.00	.0%
01070000 Town Clerk	336,250	0	336,250	175,512.78	160,737.22	52.2%
01210211 Police Administration	6,000	0	6,000	2,895.30	3,104.70	48.3%
01220223 FIRE MARSHAL	100	0	100	.00	100.00	.0%
01320000 Human Services	0	0	0	25.00	-25.00	100.0%
01410000 Building, Planning & Zonin	260,100	0	260,100	158,797.65	101,302.35	61.1%
01470000 Middle Haddam Historic Dis	150	0	150	50.00	100.00	33.3%
01510000 Public Works Admin.	350	0	350	2,720.00	-2,370.00	777.1%
01560000 Transfer Station	33,050	0	33,050	21,825.00	11,225.00	66.0%
01680681 E Hampton Public Library	1,000	0	1,000	1,664.75	-664.75	166.5%
TOTAL License,permit& FEES	638,300	0	638,300	363,733.74	274,566.26	57.0%
43 Federal grants						
01070000 Town Clerk	0	0	0	4,323.98	-4,323.98	100.0%
TOTAL Federal grants	0	0	0	4,323.98	-4,323.98	100.0%

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	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
44 STATE & LOCAL GRANTS						
01060135 Finance and Accounting	127,139	0	127,139	374,512.67	-247,373.67	294.6%
01060136 Collector of Revenue	693,970	-497,327	196,643	259,768.00	-63,125.00	132.1%
01060137 Assessor	134,562	0	134,562	129,112.00	5,450.00	95.9%
01210211 Police Administration	0	0	0	175.00	-175.00	100.0%
01320000 Human Services	15,911	0	15,911	7,825.00	8,086.00	49.2%
01510000 Public Works Admin.	340,489	0	340,489	160,860.90	179,628.10	47.2%
01962510 Fiscal Services - CO	6,922,849	0	6,922,849	1,740,978.00	5,181,871.00	25.1%
TOTAL STATE & LOCAL GRANTS	8,234,920	-497,327	7,737,593	2,673,231.57	5,064,361.43	34.5%
47 Other revenue						
01010000 Town Manager's Department	32,850	0	32,850	18,889.32	13,960.68	57.5%
01050130 New Town Hall/Police/BOE	21,630	0	21,630	.00	21,630.00	.0%
01060135 Finance and Accounting	30,685	0	30,685	12,197.59	18,487.41	39.8%
01090000 General Insurance	0	0	0	35,317.00	-35,317.00	100.0%
01220221 Firefighting	0	0	0	2,963.44	-2,963.44	100.0%
01560000 Transfer Station	500	0	500	.00	500.00	.0%
01610610 Park & Recreation	3,700	0	3,700	1,125.00	2,575.00	30.4%
01670000 Community Center	150	0	150	.00	150.00	.0%
01680681 E Hampton Public Library	0	0	0	1.80	-1.80	100.0%
TOTAL Other revenue	89,515	0	89,515	70,494.15	19,020.85	78.8%
49 Other Fin. sources						
01060135 Finance and Accounting	500,000	85,000	585,000	.00	585,000.00	.0%
TOTAL Other Fin. sources	500,000	85,000	585,000	.00	585,000.00	.0%
TOTAL GENERAL FUND	51,759,965	85,000	51,844,965	27,730,143.95	24,114,821.05	53.5%
GRAND TOTAL	51,759,965	85,000	51,844,965	27,730,143.95	24,114,821.05	53.5%

** END OF REPORT - Generated by Jeff Jylkka **

TOWN OF EAST HAMPTON



YEAR-TO-DATE BUDGET REPORT

FOR 2023 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01 GENERAL FUND							
01010000 Town Manager's Department	382,001	0	382,001	152,834.11	.00	229,166.89	40.0%
01020000 Town Council/Special Progr	40,424	0	40,424	25,729.56	.00	14,694.44	63.6%
01040000 LEGAL	85,000	0	85,000	25,560.13	.00	59,439.87	30.1%
01050130 New Town Hall/Police/BOE	311,286	0	311,286	129,808.44	11,840.19	169,637.37	45.5%
01060135 Finance and Accounting	506,438	0	506,438	236,100.60	280.00	270,057.40	46.7%
01060136 Collector of Revenue	177,804	0	177,804	61,848.85	.00	115,955.15	34.8%
01060137 Assessor	202,913	0	202,913	82,486.06	.00	120,426.94	40.7%
01070000 Town Clerk	184,903	0	184,903	76,107.40	15,777.34	93,018.26	49.7%
01080000 Registrars/Elections	50,991	0	50,991	30,984.06	.00	20,006.94	60.8%
01090000 General Insurance	406,160	0	406,160	302,031.59	.00	104,128.41	74.4%
01100000 Probate Court	19,200	0	19,200	9,576.00	.00	9,624.00	49.9%
01110000 Employee Benefits	2,286,725	0	2,286,725	1,548,560.07	.00	738,164.93	67.7%
01120000 Contingency	30,000	0	30,000	.00	.00	30,000.00	.0%
01150000 Information Technology	166,281	0	166,281	84,491.15	525.00	81,264.85	51.1%
01210211 Police Administration	375,282	0	375,282	168,840.68	5,476.79	200,964.53	46.4%
01210212 Regular Patrol	1,794,407	0	1,794,407	779,206.53	5,511.20	1,009,689.27	43.7%
01210213 Lake Patrol	2,096	0	2,096	2,142.97	.00	-46.97	102.2%
01210214 Animal Control	53,441	0	53,441	.00	.00	53,441.00	.0%
01220221 Firefighting	341,734	0	341,734	117,864.57	9,998.80	213,870.63	37.4%
01220223 FIRE MARSHAL	92,985	0	92,985	29,745.43	280.00	62,959.57	32.3%
01220225 Town Center Fire System	8,050	0	8,050	1,145.37	.00	6,904.63	14.2%
01230000 Ambulance	64,790	0	64,790	44,264.61	.00	20,525.39	68.3%
01240000 Emergency Management	8,096	0	8,096	2,515.61	.00	5,580.39	31.1%
01250000 Public Safety Dispatch	232,825	0	232,825	52,137.87	.00	180,687.13	22.4%
01260000 Street Lighting	51,000	0	51,000	13,499.60	.00	37,500.40	26.5%
01310000 Chatham Health District Fe	170,301	0	170,301	41,824.00	.00	128,477.00	24.6%
01320000 Human Services	127,540	0	127,540	49,381.19	280.00	77,878.81	38.9%
01330000 Senior Center	159,746	0	159,746	55,951.36	700.00	103,094.64	35.5%
01340000 Transportation	53,940	0	53,940	32,782.50	.00	21,157.50	60.8%
01350000 Community Services	6,800	0	6,800	5,720.00	.00	1,080.00	84.1%
01360000 CEMETERY CARE	5,000	0	5,000	.00	.00	5,000.00	.0%
01370000 Commission on Aging	1,200	0	1,200	310.00	.00	890.00	25.8%
01410000 Building, Planning & Zonin	397,796	0	397,796	163,146.38	6,146.00	228,503.62	42.6%
01420000 Econ. Development Commissi	4,637	0	4,637	1,177.88	.00	3,459.12	25.4%
01430000 Conservation & Lake Commis	57,127	0	57,127	24,108.40	.00	33,018.60	42.2%
01460000 Redevelopment Agency	1,462	0	1,462	504.39	.00	957.61	34.5%
01470000 Middle Haddam Historic Dis	800	0	800	143.00	.00	657.00	17.9%
01510000 Public Works Admin.	1,536,333	0	1,536,333	547,605.77	533.05	988,194.18	35.7%
01520000 Engineering	40,000	0	40,000	15,915.00	2,510.00	21,575.00	46.1%
01530000 Town Garage	47,909	0	47,909	11,939.79	.00	35,969.21	24.9%

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FOR 2023 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01540000 Townwide Motor Fuel	162,520	0	162,520	79,702.51	.00	82,817.49	49.0%
01550000 Road Materials	370,000	0	370,000	48,870.46	191,160.00	129,969.54	64.9%
01560000 Transfer Station	200,431	0	200,431	104,336.19	79.40	96,015.41	52.1%
01610610 Park & Recreation	487,802	0	487,802	229,112.98	.00	258,689.02	47.0%
01660000 Arts & Cultural Commission	2,300	0	2,300	229.04	.00	2,070.96	10.0%
01670000 Community Center	159,209	0	159,209	52,204.00	1,995.00	105,010.00	34.0%
01680681 E Hampton Public Library	576,997	0	576,997	231,809.25	.00	345,187.75	40.2%
01680682 Middle Haddam Library Dona	10,000	0	10,000	10,000.00	.00	.00	100.0%
01710711 General Obligation Bonds-P	2,975,000	0	2,975,000	2,975,000.00	.00	.00	100.0%
01720721 General Obligation Bonds-I	1,037,237	0	1,037,237	442,745.00	.00	594,492.00	42.7%
01750000 Capital Leases	164,224	0	164,224	77,181.92	.00	87,042.08	47.0%
01810000 Operating Transfers Out	855,225	0	855,225	42,500.00	.00	812,725.00	5.0%
TOTAL GENERAL FUND	17,486,368	0	17,486,368	9,221,682.27	253,092.77	8,011,592.96	54.2%
GRAND TOTAL	17,486,368	0	17,486,368	9,221,682.27	253,092.77	8,011,592.96	54.2%

** END OF REPORT - Generated by Jeff Jylkka **

Fiscal Year 2024 Budget Calendar

12/15/2022

All meetings to be held at Town Hall and on Zoom

Date	Description	Time (if applicable)
Wednesday, January 18, 2023	Submit budget requests to Finance Department	
Wednesday, February 1, 2023	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	
Friday, February 24, 2023	Press Release on Budget workshop	
Monday, February 27, 2023	Town Manager completion of proposed budget	
Friday, March 3, 2023	Press Release on Budget deliberations	
Monday, March 13, 2023	Submit Manager Proposed Budget to the Board of Finance	
Monday, March 20, 2023	Board of Finance Public Hearing <i>Town and Board of Education Budget Presentation</i>	6:30 PM
Tuesday, March 21, 2023	Budget workshop Pub. Works / Police / Building Dept. / Capital / Tax Collector / Town Clerk	4:00 PM- 6:30 PM
Wednesday, March 22, 2023	Budget workshop Senior Center / Library / Youth & Family Svs. / Park & Rec.	6:30 PM- 8:30 PM
Thursday, March 23, 2023	Budget workshop Fire Dept. / Emer. Mgmt. / EDC / Conservation Lake / MH Library / Brownfields Redevelopment	6:30 PM- 8:30 PM
Friday, March 24, 2023	Budget workshop Board of Education	4:00 PM- 6:00 PM
Saturday, March 25, 2023	Budget workshop Town Operations	8:30 AM – 10:30 AM
Wednesday, March 29, 2023	Board of Finance Special Meeting Budget deliberations	6:30 PM
Wednesday, April 5, 2023	Board of Finance Special Meeting Budget deliberations	6:30 PM
Tuesday, April 11, 2023	Submit Board of Finance budget to members of Town Council	
TBD	Town Council Special Meeting Adoption of Annual Budget	6:30 PM
TBD	Town Meeting	6:00 PM
TBD	Town VOTE	6:00 AM - 8:00 PM
June 2023	Set mill rate	