



77 Main Street North, Suite 205
Southbury, CT 06488
Finance Sub -Committee
Monday 4/28/2025, 3:00 PM

Members in Attendance

John Michaels (Southbury) (Finance Sub-Committee Chair)
Michael Crespan (New Milford)
Deb Fuller (Woodbury)
Larry Ellis (Oxford)

Non Voting Members in Attendance

Amy Bethge, MPH (Director of Health) (recording)
Jen Luis (Operations Manager)

MEETING MINUTES

Meeting called to order - John Michaels - 3:00

Ms. Bethge shared updates to the FY 24/25 budget including increases in line items for IT services, part-time personnel, and reduction in grant dollars associated with the Immunization Grant due to federal funding cuts.

Ms. Bethge noted that there would likely be a modest surplus at the end of the FY 24/25 fiscal year.

Ms. Fuller made a motion to enter into executive session at 3:10

Second: Mr. Crespan

All in favor

Motion Carries

Left Executive session at 3:24

Ms. Bethge shared potential updates to the FY 25/26 budget, including funds anticipated from the state per capita. She noted that while the Governor's proposed budget initially reflected a cut in state per capita funding from \$2.60 to \$2.34, the revised budget proposition now reflects an increase in state per capita fundings to \$3.00. Ms. Bethge recommended meeting as a committee once the final budget is passed to more definitively discuss implications associated with state per capita funding.

The committee reviewed and discussed the March financial reports. Mr. Michaels noted a variance in anticipated revenue in food licensing. Ms. Bethge noted that this was due to time of year, and that the temporary event season typically begins in April, which has brought in, and will continue to bring in, additional revenue. Mr. Michaels requested a month-to-month breakdown of budgeted revenues and expenses to which monthly actuals could be compared.

The committee discussed the development of additional reserve funds including a cash flow operating reserve and state operating cash reduction reserve for instances such as the future elimination of

anticipated grant funds. The committee recommended that this discussion be continued at a later meeting.

Meeting Adjournment – 3:54pm

Motion to adjourn: John Michaels

Second: Deb Fuller

All in Favor

Motion Carries

Minutes recorded by:

A handwritten signature in blue ink that reads "Amy Bethge". The signature is written in a cursive, flowing style.

Amy Bethge