

**TOWN OF EAST HAMPTON
EAST HAMPTON, CT 06424**

BOARD OF FINANCE

Monday, December 18, 2017
Town Hall Meeting Room

Approved Minutes

Present: Mike Rose, Janine Jiantonio, Alannah Coshow, Richard Brown, Barbara Moore, Ted Turner and Bridget McLennan

Other attendee(s): Jeffery Jylkka: Director of Finance

1-2. Chairman Rose called the meeting to order at 6:30 p.m. followed by the Pledge of Allegiance.

3. Adoption of Agenda

Upon a motion from Ms. Moore, seconded by Ms. Coshow, and unanimously carried, the Agenda was adopted as presented.

4. Approval of Minutes:

a) Special Meeting 10/23/17

*Ms. Coshow made a motion to approve the minutes as presented. The motion was seconded by Ms. Jiantonio. **Vote: 4-0-3 (Moore, Turner & Brown).***

b) Regular Meeting 11/20/17

*Ms. Coshow made a motion to approve the minutes as presented. The motion was seconded by Mr. Brown. **Vote: 7-0.***

5. Public Remarks:

None

6. Financial Transactions:

None

7. Special Presentations:

None

8. Correspondence:

None

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9. Status Reports [Financial]:

Mr. Jylkka provided an update on the FY 2017-2018 Revenues and Expenditures to date.

a) 2016-2017 Revenue

Mr. Jylkka shared that no significant deficit is anticipated even with the state grant shortfall of \$1,273,000 given the back tax collection and increased mill rate.

b) 2016-2017 Expenditures

Mr. Jylkka shared that there are no significant expenditures to date and that any large percentages spent to date are due to encumbrances.

Action Item: *Mr. Jylkka to provide more detail by department on revenue reporting.*

10. New Business:

a) FY 2018-2019 Budget

Mr. Jylkka reviewed the Budget Calendar emphasizing the key commitments from this Board will occur March 12-28 with extension of meetings possibly up to April 8th.

Action Item: *Chairman Rose to reach out to Town Council and BOE Chairs to discuss scheduling a Tri-Board meeting in mid to late January.*

Action Item: *Mr. Jylkka to find out when Teacher/Administration Union Contract Negotiations will be starting.*

Action Item: *Mr. Jylkka to look into being able to accommodate remote access to Budget Workshops for Chairman Rose.*

b) TIF Zone Proposal

At Ms. Coshow's request, Mr. Jylkka distributed a document that provides an overview of the Village Center Tax Increment Financing (TIF) Zoning Proposal that will go to Council in January. More discussion to be had once everyone reviews and/or has more information.

Action Item: *Mr. Jylkka to send out the draft of Village Center TIF district map of the applicable parcels/property addresses and value.*

11. Continued Business:

a) Approval of 2018 Regular Meeting Times and Dates

*Ms. Moore made a motion to approve the 2018 meeting schedule as presented. The motion was seconded by Ms. Coshow. **Vote: 7-0.***

b) Committee/Liaison Assignments

- a. Capital Committee: (Brown & Moore)
- b. Town Council (Coshow/Jiantonio)

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- c. Board of Education (Finance Sub-Committee) (Rose/Moore)
- d. Economic Development Commission (Turner)
- e. Lake / Conservation (Moore)
- f. Fire Commissioners (Brown)
- g. Brownfields/Redevelopment (McLennan)
- h. Park & Rec. Advisory Board (McLennan)
- i. Water Task Force (Jiantonio)

12. Public Remarks

Ms. Coshow used this time to provide some unofficial Committee/Liaison reports:

- Public Works – Budget impacts expected as a result of the need for outside mechanic services due to an employee injury.
- Police – Dispatch upgrades occurring (\$100,000).
- Fire – Ladder truck not yet sold due to reserve(\$5,000) not being met on GovDeals auction. Possible donations to be looked into but still for sale.

13. Town Manager's Report

No Report

14. Adjournment:

The motion to adjourn was made by Ms. Coshow and was seconded by Ms. Moore.

Vote: 7-0. Motion Passed. Meeting adjourned at 7:30 pm.

Respectfully submitted,

Renee Bafumi
Recording Secretary