

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

BOARD OF FINANCE

Monday December 17, 2018
EH Middle School Library

Approved Minutes

Present: Richard Brown, Janine Jiantonio, Bridget McLennan and Ted Turner

Not Present: Alannah Coshow, Barbara Moore and Eric Peterson

Other attendee(s): Jeffery Jylkka: Director of Finance, Paul Smith: Superintendent of Schools, Christopher Goff: Board of Education Chairman

1-2. The meeting was called to order at 7:01 p.m. followed by the Pledge of Allegiance.

3. Adoption of Agenda

Upon a motion from Ms. McLennan, seconded by Ms. Jiantonio and unanimously carried, the agenda was adopted as presented.

4. Teacher's Contract

As follow-up to the completion of the Teacher's Agreement and distribution to Board Members of a 4-page summary of the contract highlights/changes, Mr. Goff and Mr. Smith were in attendance to answer any questions Board Members might have. As representative of the Board of Finance during negotiations, Ms. McLennan shared her satisfaction with the negotiation process as well as the outcome.

5. Approval of Minutes:

a) Regular Meeting 11/19/2018

*Mr. Turner made a motion to approve the minutes as presented. The motion was seconded by Ms. Jiantonio. **Vote: 3-0-1 (McLennan). Motion Passed.***

6. Public Remarks:

None

7. Financial Transactions:

None

8. Special Presentations:

None

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9. Correspondence:

None

10. Status Reports [Financial]:

a) Revenue

b) Expenditures

Mr. Jylkka provided a brief overview of revenue and expenditures for FY 2018-2019 YTD. With expenditures on target, he did highlight that Tax Demand Notices being delayed (scheduled to go out in late January or early February instead of October due to the extended budget process and Tax Bill schedule) is resulting in less revenue in back taxes than estimated but expects to make up some of the lost revenue by the end of the Fiscal Year.

11. New Business:

Chairman Brown mentioned that he attended the Library Advisory Board Meeting where the roof renovation was discussed. He stated that potential runoff/drainage issues were also discussed with the understanding that it would need to be addressed at some point after the roof is complete.

12. Continued Business:

a) Approval of 2019 Regular Meeting Dates & Times

Upon a motion from Mr. Turner, seconded by Ms. McLennan and unanimously carried, the 2019 Regular Meeting Dates & Times were approved as presented.

b) Website Upgrade

Mr. Jylkka provided a brief overview of the new look and feel of the, now live, website and stated that improvements and enhancements will continue to be added as needed/available.

c) Tax Bill Modifications

As follow-up to the discussion at the November Meeting, Mr. Jylkka shared examples from other towns, as well as, a sample of what East Hampton's can look like and shared his thoughts on utilizing QR code technology to allow for further detail to be accessed. Board Members agreed to finalize the format and content over the next

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few months (no later than June 1, 2019) in order to allow for inclusion in the July 2019 tax bill mailings.

d) Town and BOE Budget Dashboard

Mr. Jylkka reviewed the layout of last year's dashboard and stated that he will resend the link for Board Members to review and provide him with any changes or additional content they would like included. He also confirmed the plan to eventually allow for public access to the information.

e) TIF Zone Proposal

Nothing new to report at this time.

13. Committee/Liaison Assignments

c) Town Council (Coshow/Jiantonio)

Ms. McLennan shared that the Budget Policy Statement was a topic at the meeting she attended as well as the Teacher's Contract. Chairman Brown also informed the Board that he had requested that the Council schedule a Tri-Board Meeting and will follow-up with Chairwoman Engle to ensure it is scheduled.

a) Board of Education (Finance Sub-Committee) (McLennan/Brown)

Chairman Brown stated that Ms. McLennan rather than Ms. Moore will now be the Liaison with Chairman Brown as the back-up.

b) Economic Development Commission (Turner)

Mr. Turner shared that the Black Walnut Bread Company in the village center has opened and appears to be selling out within an hour or two each day. He also stated that the Business of the Month is Tang Asian Bistro.

c) Lake / Conservation (Moore)

No Report

d) Fire Commissioners (Peterson)

Chairman Brown stated that Mr. Peterson will be taking over the Liaison responsibilities for the Fire Commission.

e) Brownfields/Redevelopment (McLennan)

No Report (meeting at same time as this meeting)

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f) Park & Rec. Advisory Board (McLennan)

No Report

14. Public Remarks:

None

15. Town Manager's Report

No Report

16. Adjournment:

The motion to adjourn was made by Mr. Turner and was seconded by Ms. McLennan.

Vote: 4-0. Motion Passed. Meeting adjourned at 7:57 pm.

Respectfully submitted,

Renee Bafumi
Recording Secretary