

TOWN OF EAST HAMPTON
EAST HAMPTON, CT 06424
BOARD OF FINANCE
Monday May 20, 2019
EH Town Hall Meeting Room

Unapproved Minutes

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

Not Present: Eric Peterson

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

1-2. The meeting was called to order at 7:00 p.m. followed by the Pledge of Allegiance.

3. Adoption of Agenda

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

4. Approval of Minutes:

a) Regular Meeting 2/19/2019

*Ms. Moore made a motion to approve the minutes as presented. The motion was seconded by Mr. Turner. **Vote: 5-0-1 (Coshow). Motion Passed.***

b) Special Meeting 4/11/2019

*Ms. Coshow made a motion to approve the minutes as amended (item 5bi.: Change from Ms. Coshow list of items to caucus list) . The motion was seconded by Mr. Turner. **Vote: 6-0. Motion Passed.***

c) Regular Meeting 4/15/2019

*Ms. Coshow made a motion to approve the minutes as presented. The motion was seconded by Ms. McLennan. **Vote: 4-0-2 (Moore and Jiantonio). Motion Passed.***

5. Public Remarks:

None

6. Financial Transactions:

None

7. Special Presentations:

None

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8. Correspondence:

Ms. Coshow acknowledged a message received from Mr. Douglas MacKeown (47, Keighley Pond Road) thanking the Board for the tax breakdown mailer that was distributed.

9. Status Reports [Financial]:

a) Revenue

Mr. Jylkka highlighted that tax delinquent notice recipients are continuing to pay reducing the number of properties that will be in the Tax Sale. He also noted that the property that owes the most (13 Summit St – \$94,000 in real estate taxes and \$42,000 in sewer taxes) was included in last year's Tax Sale and received no bids. Finally he highlighted that the current \$2,000 positive variance in "other financial services" may change with the library roof repair.

b) Expenditures

Mr. Jylkka highlighted that the costs that will be incurred for the search firm being used for the Town Manager search were not budgeted for and will cause a significant variance. He also highlighted that while legal fees have been relatively low, labor negotiations have begun and shared that while maintenance and repairs have been kept to a minimum at the Town Hall, the telephone mother board failed last week and did need to be replaced.

All things considered, it is expected that we will end the year with a net income around \$30,000.

10. New Business:

a) Auditor Appointment

Mr. Jylkka confirmed that this appointment will be the last under the current contract with PKF O'Connor Davies at a cost of \$46,600 (reasonable cost when compared to what peer towns pay).

*Ms. Moore made a motion to appoint PKF O'Connor Davies as the Financial Auditor for FY 2018-2019. The motion was seconded by Ms. McLennan. **Vote: 6-0. Motion Passed.***

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11. Continued Business:

a) Tax Bill Modification

With no changes in what or how information is displayed, members asked that Mr. Jylkka inform the tax mailing company of the inclusion in the July tax bill mailing. Consensus was also obtained on where the information would be displayed: if there is not enough real estate on the front of the tax bill, members would prefer a separate page (possibly a colored sheet of paper) rather than the information being added to the back side of the bill.

12. Committee/Liaison Assignments

a) Town Council (Coshow/Jiantonio)

No Report

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

Ms. McLennan shared that a bid was approved for the Boiler Replacement Project at a cost of \$200,000 (less than expected). A brief discussion was also had by members acknowledging the pilot for the High School Armed Officer and the associated cost of Pilot being questioned.

c) Economic Development Commission (Turner)

Mr. Turner shared that Stop & Shop remained the business of the month and a new business would be selected at the meeting on May 21, 2019. He also expressed some concern in the attendance of members stating that they average 4 members at meetings rather than the 6 currently appointed.

d) Lake / Conservation (Moore)

No Report

e) Fire Commissioners (Peterson)

No Report

f) Brownfields/Redevelopment (McLennan)

No Report

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g) Park & Rec. Advisory Board (McLennan)

No Report

Ms. McLennan did however acknowledge some negative Facebook posts in regard to the mowing of the baseball field.

13. Public Remarks:

None

14. Town Manager's Report

No Report

15. Adjournment:

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

Vote: 6-0. Motion Passed. Meeting adjourned at 7:40 pm.

Respectfully submitted,

Renee Bafumi
Recording Secretary