

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

BOARD OF FINANCE

Monday, November 18, 2019
EH Middle School Library

Approved Minutes

Present: Matthew Bennington, Wes Jenks, Ted Turner, Bob Hein, Alannah Coshow, Richard Brown and Eric Peterson

Other attendee(s): Jeffery Jylkka: Director of Finance, Dean Markham: Town Council Vice-Chair, Paul Smith: Superintendent, Karen Asetta: BOE Business Manager, Christopher Goff: BOE Chairperson, Nancy Oakley: BOE Vice-Chair

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

3. Adoption of Agenda

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

4. Approval of Minutes:

a) Regular Meeting 9/16/2019

Ms. Coshow made a motion to approve the minutes as presented. The motion was seconded by Mr. Turner.

Vote: 5-0-2 (Brown, Bennington). Motion Passed.

5. Public Remarks:

None

6. Financial Transactions:

a) FY2020 Additional Appropriation for Library Ceiling Tile Replacement

After a brief discussion that confirmed that \$16,000 was previously allocated for interior painting, and that while additional money for painting and carpet replacement will be sought at a future date, the current request of \$24,255 will be used to replace the entire ceiling and to address any electrical repairs deemed necessary throughout ceiling replacement, a motion was sought.

*Mr. Brown made a motion to recommend to the Town Council the requested additional appropriation from the return of capital funds and that a capital project be created in the Capital Reserve Fund to account for cost associated with the project. The motion was seconded by Mr. Peterson. **Vote: 7-0. Motion Passed.***

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b) FY2019 Additional Appropriation for BOE STARS Program

After a brief overview of the STARS (Supportive Teaching for At Risk Students) Program by Superintendent Smith and a Q&A session on the difference between the original budget projections (\$68,000) vs. the current request (\$91,084), a motion was sought.

*Mr. Brown made a motion to recommend to the Town Council the requested additional appropriation (\$91,084) by the BOE for the STARS Program. The motion was seconded by Mr. Peterson. **Vote: 7-0. Motion Passed.***

c) FY2019 End of Year Budget Transfers

After a brief explanation of the requested transfers (totaling \$55,231) by Mr. Jylkka, a motion was sought.

*Ms. Coshow made a motion to approve the transfers, as listed on handout labeled Agenda Item: 6C, for the 2018-2019 fiscal year and authorize the Finance Director to make any additional transfers, up to \$5,000 (in the aggregate), that may be needed in order to close out the books for the 2018-2019 fiscal year. Further resolved that the Finance Director shall report back to the Board of Finance and the Town Council of any additional budget transfers. The motion was seconded by Mr. Turner. **Vote: 7-0. Motion Passed.***

7. Special Presentations:

None

8. Correspondence:

Mr. Jylkka distributed hard copies of the Final Official Statement issued by the Bond Counsel as well as the FY 2018 Audit Report to newly elected Members.

Mr. Jylkka also distributed a hard copy of the legal response in regard to appointment of Board of Finance Members in case anyone was unclear or had questions.

9. Status Reports [Financial]:

a) Revenue

Mr. Jylkka shared a YTD status of FY 2020 Revenue focusing mainly on the format of the report for new Members.

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b) Expenditures

Mr. Jylkka shared a YTD status of FY 2020 Expenditures again focusing on the format and explaining any nuances related to expenditure reports.

10. New Business:

None

11. Continued Business:

None

12. Committee/Liaison Assignments

Although official assignments will not be finalized until the December Regular Meeting, Chairman Bennington did open the floor to anyone that wished to provide a status.

a) Town Council (Coshow/ *Open*)

b) Board of Education (Finance Sub-Committee) (*Open*)

c) Economic Development Commission (Turner)

d) Conservation – lake Commission (Jenks)

Mr. Jenks shared that he anticipates a monetary request to be coming in the near future following a presentation that is being made to the Town Council on November 26th. The presentation will include a request for approval to engage a company (EverBlue Lakes) that would assist with the removal of contaminants and the ongoing sustainability of the Lake (through proven aeration and stratification techniques).

e) Fire Commissioners (Peterson)

f) Brownfields/Redevelopment (*Open*)

g) Park & Rec. Advisory Board (*Open*)

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13. Public Remarks:

Dean Markham: Town Council Vice-Chair – Introduced himself as the newly elected Vice-Chairman of the Town Council. Vice Chair Markham also shared that there has been discussion around scheduling a Tri-Board Meeting in the near future with a tentative date of December 10th.

Chris Goff: Board of Education Chairman – Introduced himself as the re-elected Chairman and Nancy Oakley as the newly elected Vice-Chair of the Board of Education. Chairman Goff also shared the BOE meeting schedule and invited all BOF Members to attend when able.

14. Town Manager's Report

No Report

15. Adjournment:

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

Vote: 7-0. Motion Passed. Meeting adjourned at 7:53 pm.

Respectfully submitted,

Renee Bafumi
Recording Secretary