

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

BOARD OF FINANCE

Monday, December 16, 2019
Town Hall Meeting Room

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, David Cox: Town Manager

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 Mr. Turner, seconded by Dr. Brown and unanimously carried, the agenda was adopted as presented.

4. Approval of Minutes:

a) Special Meeting 11/18/2019

b) Regular Meeting 11/18/2019

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

Vote: 7-0. Motion Passed.

5. Public Remarks:

None

6. Financial Transactions:

a) Resolution to approve the sale of 20 East High Street

After a discussion that included many questions by Board members around current state of the building, appraised value and the Town Manager and Finance Director's thoughts on the offer, a motion was sought.

Mr. Peterson made a motion to authorize the sale of 20 East High Street, East Hampton Connecticut to James Calciano, and/or his assigns, for a purchase price of \$316,000.00 (see full motion attached). The motion was seconded by Dr. Brown.

Vote: 7-0. Motion Passed.

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

BOARD OF FINANCE

Monday, December 16, 2019
Town Hall Meeting Room

7. Special Presentations:

None

8. Correspondence:

Dr. Brown mentioned receiving an email from CCM (Connecticut Conference of Municipalities) in regard to a Municipality Budgeting class being held on Saturday, January 4, 2020 from 9-12. He stated that he attended CCM classes in the past and suggested that members consider attending.

*****Action Item: Mr. Jylkka to locate the information and forward to all Board members in order to assess interest in attending.***

9. Status Reports [Financial]:

a) Revenue

Mr. Jylkka shared a YTD status of FY 2020 Revenue answering a few questions as new members get familiar with the budgets.

b) Expenditures

Mr. Jylkka shared a YTD status of FY 2020 Expenditures again answering a few questions.

*****Action Item: Mr. Jylkka to look into a format that provides a month to month comparison per Chairman Bennington's request.***

10. New Business:

a) Liaison Appointments

Chairman Bennington opened the floor for members to pick liaison assignments. The results were as follows:

- Town Council (Hein)
- Board of Education (Finance Sub-Committee) (Bennington/Brown)
- Economic Development Commission (Turner)
- Conservation Lake Commission (Jenks)
- Fire Commissioners (Peterson)
- Brownfields/Redevelopment (Bennington)
- Park & Rec. Advisory Board (Coshow)

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

BOARD OF FINANCE

Monday, December 16, 2019
Town Hall Meeting Room

b) 2020-2021 Budget Calendar & Town Council Budget Policy Statement

Mr. Jylkka distributed the budget policy statement and the budget calendar for members to review and understand their role and responsibilities during the budget process. Mr. Jylkka asked that any member's unable to attend a meeting on the calendar, inform him and Chairman Bennington as soon as possible. More information to follow as locations for the meetings are confirmed.

11. Continued Business:

None

12. Committee/Liaison Assignments

With assignments just solidified as of this meeting, most members did not have anything to report.

a) Town Council (Hein)

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

c) Economic Development Commission (Turner)

d) Conservation Lake Commission (Jenks)

Mr. Jenks reiterated the plans of the commission to continue with the 9-point plan (highlighting open space acquisition sites being considered) as well as the aeration and stratification project they hope to embark on in the near future.

e) Fire Commissioners (Peterson)

f) Brownfields/Redevelopment (Bennington)

g) Park & Rec. Advisory Board (Coshow)

13. Public Remarks:

None

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

BOARD OF FINANCE

Monday, December 16, 2019
Town Hall Meeting Room

14. Town Manager's Report

Mr. Cox referenced the written Town Manager's report, dated December 6th, 2019, that was distributed as part of the meeting packet with nothing additional to add.

****Action Item: At the request of Board members, Mr. Cox and/or Mr. Jylkka to schedule a tour of the new Town Hall building.**

15. Adjournment:

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

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

Respectfully submitted,

Renee Bafumi
Recording Secretary