

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

BOARD OF FINANCE

Tuesday, February 18, 2020
Library Community Room

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

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

4. Approval of Minutes:

a) Regular Meeting 1/21/2020

Will defer to the next meeting

5. Public Remarks:

None

6. Financial Transactions:

None

7. Special Presentations:

None

8. Correspondence:

Mr. Jylkka received an email from Ellen Paul, Director, East Hampton Public Library, inviting him or a member of the Board of Finance to participate in the Library's strategic planning process sessions (see attached email). Mr. Bennington indicated that he would be happy to attend and that he asked Mr. Hein to attend Brownsfields meetings in his place.

9. Status Reports [Financial]:

a) Revenue

Mr. Jylkka shared a YTD status of FY 2020 Revenue as of 2/14/2020 and a discussion ensued regarding how the variances will change once the town hall is sold. There was also a discussion regarding the anticipated amount from the State of CT regarding the ECS grant.

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b) Expenditures

Mr. Jylkka shared a YTD status of FY 2020 Expenditures as of 2/14/2020 and there were discussions regarding the town hall budgets and deficits due to additional expenditures for continued rents for the annex buildings. Members asked how expenses will change once all departments are in the new town hall building. Additional discussions regarding rises in bulky waste disposal fees.

10. New Business:

Mr. Jylkka discussed under Agenda Item 11

11. Continued Business:

a) CCM Budget Training – Overview by Dr. Brown

Mr. Brown explained that the training consisted of assisting towns in how to approach the budget preparation process.

b) 2021 Budget Calendar

Upon a motion from Mr. Turner, seconded by Mr. Hein and unanimously carried, the dates of the Public Hearing and Budget Workshops on the Fiscal Year 2021 Budget Calendar were changed from March 16, 2020 – March 21, 2020 to March 23, 2020 – March 28, 2020. All other dates will remain as is.

c) Fund Balance Policy

This agenda item was discussed under Agenda Item 11a. *Upon a motion from Dr. Brown, seconded by Ms. Coshow and unanimously carried, this matter will be tabled until more information is provided by Mr. Jylkka.* A discussion followed with regard to the format of the upcoming budget vote and whether the format will be the same as last year. Dr. Brown moved to recommend the same set up/format as the 2020 Fiscal Year, seconded by Ms. Coshow. Mr. Jylkka suggested adding this matter to the next regular meeting. Ms. Coshow withdrew her second.

12. Liaison Appointments/Reports

a) Town Council (Coshow/Hein)

No Report

b) Board of Education (Bennington/Brown)

Mr. Bennington shared that there were significant discussions regarding the budget, cost sharing with the senior center for bussing and teacher positions and salaries. Ms. Coshow shared that she attended parent meetings and there were discussions regarding industrial certificates and Superintendent Smith is looking into working with RHAM High School in an effort to open the program to incoming 9th graders for the 2020/2021 school year.

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c) Economic Development Commission (Turner)

Mr. Turner shared that the commission is working on a booklet and working with Bevin Bell to give exposure of the company. The business of the month is Palmer Eyecare.

d) Conservation Lake Commission (Jenks)

Mr. Jenks shared that the commission is working on exhausting the balance of a current grant and will be applying for another grant. There are discussions of purchasing the Christopher Brook property.

e) Fire Commissioners (Peterson)

Mr. Peterson shared that the new engine has arrived in Connecticut and is being outfitted. They should take delivery in the next sixty days.

f) Brownfields/Redevelopment (Bennington)

No Report

g) Park & Rec. Advisory Board (Coshow)

No Report

h) Capital Committee (Brown/Turner)

Dr. Brown shared that he did a tour of the 10 facilities. The committee will do a review for capital expenditures and has not yet formulated its budget. A discussion followed regarding possible improvements of the high school baseball field.

13. Public Remarks:

None

14. Town Manager's Report

No Report

15. Adjournment:

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

Vote: 7-0. Motion Passed. Meeting adjourned at 8:26 pm.

Respectfully submitted,

Jennifer Magro
Recording Secretary