

**TOWN OF EAST HAMPTON**  
**EAST HAMPTON, CT 06424**  
**BOARD OF FINANCE**  
**ORGANIZATIONAL SPECIAL MEETING**  
Monday, November 29, 2021  
EH Town Hall – Rm 201

**Minutes**

**Present:** Alannah Coshow, Bridget McLennan (*arrived during the vote for agenda item 3*), Richard Brown, Deb Cunningham, Russell Bonaccorso, Matthew Bennington and Wes Jenks (via Zoom)  
**Other attendee(s):** Jeffery M. Jylkka: Director of Finance

**1. The Finance Director called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.**

**2. Nominations and Election of Chairperson**

Upon a request from the Finance Director for nominations, *Mr. Bonaccorso made a motion to nominate Ms. Coshow for Chairperson. The motion was seconded by Dr. Brown.*

**Vote: 5-0-1 (Ms. Coshow). Motion Passed.**

**3. Nominations and Election of Vice Chairperson**

Upon a request from Chairwoman Coshow for nominations, *Ms. Cunningham made a motion to nominate Ms. McLennan for Vice Chairperson. The motion was seconded by Mr. Bonaccorso.*

**Vote: 6-0-1 (Ms. McLennan). Motion Passed.**

**4. Rules of Procedure – Robert’s Rules**

Upon a request from Chairwoman Coshow for a motion, *Dr. Brown made a motion to adopt Robert’s Rules as a guiding principle for rules of procedure (including meeting minute documentation). The motion was seconded by Vice-Chairwoman McLennan.*

**Vote: 7-0. Motion Passed.**

**5. Meeting Times and Dates for 2022**

Mr. Jylkka presented the proposed dates and times for BoF Meetings for the 2022 calendar year. The proposal followed the same schedule as previous years (3<sup>rd</sup> Monday of the month or Tuesday when Monday is a holiday at 7:00 pm unless otherwise noted).

*Dr. Brown made a motion to adopt the BOF Meeting times and dates as presented. The motion was seconded by Mr. Bennington. Vote: 7-0. Motion Passed.*

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**6. Committee/Liaison Assignment Discussion**

Chairwoman Coshow distributed a draft of assignments seeking agreement by all members. With little discussion, the following assignments were agreed to:

- a) Town Council (Coshow / McLennan)
- b) Board of Education (Bonaccorso / Bennington)
- c) Economic Development Commission (Cunningham)
- d) Lake / Conservation (Jenks\*)
- e) Fire Commissioners (Bonaccorso)
- f) Brownfields/Redevelopment (Cunningham)
- g) Park & Rec. Advisory Board (Coshow)
- h) HS Athletic Field Renovation (Brown)
- i) Capital Committee (Brown / Bennington)

\*Mr. Jenks informed the members that due to his party affiliation change (to Republican) and the results of the election (Republican sweep) he will most likely need to resign as of January 22, 2022. While still considering his options, Mr. Jenks agreed to continue to be liaison for the Lake Commission until such time that he is no longer on the Board.

**7. Adjournment**

A motion to adjourn was made by Mr. Bonaccorso and was seconded by Dr. Brown.

**Vote: 7-0. Motion Passed. Meeting adjourned at 7:13 pm.**

Respectfully submitted,

Renee Bafumi  
Recording Secretary