

**TOWN OF EAST HAMPTON**  
**EAST HAMPTON, CT 06424**  
**BOARD OF FINANCE**  
**ORGANIZATIONAL SPECIAL MEETING**  
Monday, December 20, 2021  
EH Town Hall – Rm 201

**Minutes**

**Present:** Alannah Coshow, Bridget McLennan (via Zoom), Richard Brown, Deb Cunningham, Russell Bonaccorso and Matthew Bennington (via Zoom)

**Not Present:** Wes Jenks

**Other attendee(s):** Jeffery M. Jylkka: Director of Finance

**1-2. The meeting was called to order at 7:02 p.m. followed by the Pledge of Allegiance.**

**3. Adoption of Agenda**

*Upon a motion from Mr. Bonaccorso, seconded by Dr. Brown and unanimously carried, the agenda was adopted as presented.*

**4. Approval of Minutes**

**a) Regular Meeting 10/18/2021**

**b) Special Meeting 11/29/2021**

*Dr. Brown made a motion to approve all minutes as presented. The motion was seconded by Mr. Bennington.*

***Vote: 6-0. Motion Passed.***

**5. Public Remarks**

None

**6. Financial Transactions**

None

**7. Correspondence**

Mr. Jylkka referenced an email that was distributed directly to Board members in regard to CCM Classes available. Chairwoman Coshow and Dr. Brown commented that past classes have been informative and helpful.

**8. Status Reports [Financial]:**

**a) Revenue**

**b) Expenditures**

Mr. Jylkka shared a YTD status of FY 2022 Revenue & Expenditures. Minimal discussion

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followed as these reports were very similar to the reports covered at the Tri-Board meeting held on 12/14/2021. (Reports on file with Town Clerk).

**9. New Business**

**a) FY 2023 Budget**

Mr. Jylkka shared a draft of the budget calendar and verified that no members had issue with the planned schedule. He also stated that the Budget will become a standing agenda item under Continued Business moving forward.

**10. Continued Business:**

None

**11. Special Presentation:**

None

**12. Liaison Appointments/Reports**

**a) Town Council (Coshow/McLennan)**

Ms. McLennan shared that discussion included, but was not limited to the following topics:

- Economic Development Commission - ordinance amendment
- Fern Lane – Public comment and discussion on if it is/should be a private or town-maintained road
- Water System Evaluation & Design Project - scope and costs for Phase I approved
- COVID Relief - American Rescue Plan (ARP) Sub-Committee is prioritizing submitted projects for funding through ARP funds.
- Approval of Police Department General Orders 3.6 & 5.23
- Park & Rec - Online survey validity/security
- Opioid Lawsuit Settlement - Town registering for benefits
- Sr. Center received a grant that will fully fund a van  
(full detail in TC minutes on file with Town Clerk)

**b) Board of Education (Bonaccorso/Bennington)**

Mr. Bonnaccorso shared that budget preparation is beginning. Discussion also included, but was not limited to school bus route changes and school library book purchases.

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**c) Economic Development Commission (Cunningham)**

Ms. Cunningham stated that EDC is meeting 12/21/2021 (tomorrow).

**d) Conservation Lake Commission (Jenks)**

No Report

**e) Fire Commissioners (Bonaccorso)**

Mr. Bonaccorso shared that nothing of financial significance was discussed.

**f) Brownfields/Redevelopment (Cunningham)**

Ms. Cunningham stated that the next meeting is scheduled for Monday 12/27/2021.

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

Ms. Coshow shared that the Park & Rec Department is seeking to change the current part-time office position to a full-time position. She also shared that the DEP is taking over much of the responsibility over the Airline Trail continued development and that there was a savings (~\$20,000) in the Sears Park Boat Launch project. Lastly, she shared that P&R are in discussions with the BOE about the costs of lighting the HS fields and who will be responsible moving forward.

**h) HS Athletic Field Renovation (Brown)**

Dr. Brown shared that most of the work has stopped for the winter but the project is on schedule even with a few change orders (additional drainage needed and additional patching on track) that caused an additional \$14,000 in work.

**i) Capital Committee (Brown/Bennington)**

The Capital Committee is expected to meet in January. Date TBD.

**13. Public Remarks:**

None

**14. Adjournment:**

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

***Vote: 6-0. Motion Passed. Meeting adjourned at 7:21 pm.***

Respectfully submitted,

Renée Bafumi  
Recording Secretary