

**TOWN OF EAST HAMPTON**  
**EAST HAMPTON CT 06424**  
**BOARD OF FINANCE**  
**Regular Meeting Minutes**  
Monday, August 20, 2007  
7:30 PM  
Town Hall

Members present: Chairman Ted Hintz, Vice-Chairperson Sharon Kjellquist, Judy Isele, and Jill Simko

Staff Present: Town Manager Alan Bergren, Finance Director Jeff Jylkka

Other Attendees: Town Council Member Kyle Dostaler, EDC Chair Maryanne Dostaler

1. Call to Order:  
Chairman Hintz called this meeting to order at 7:30 PM followed by the Pledge of Allegiance.
2. Approval of Minutes of Meeting(s):  
A motion was made by Sharon Kjellquist, seconded by Judy Isele, to approve the minutes for the July 16, 2007 regular meeting. Motion passed 4-0.
3. Public Remarks: No public comments.
4. Correspondence: No correspondence.
5. Special Presentation: No presentation.
6. Status Reports:
  - Town of East Hampton General Fund Revenues as of August 20, 2007: Jeff reviewed the document and addressed questions the BOF had. Jeff was asked to provide a summary by category of the BOE budget so that the BOF could get a better idea of how actual expenses compare to what was budgeted; the 268,536 under other financial sources reflects the additional appropriations (reference expenditures page 2). [ATTACH](#)
  - Town of East Hampton General Fund Expenditures as of August 20, 2007: Jeff reviewed and addressed questions that the BOF had. Discussion included: continued concern regarding the legal fees – BOF would like to know who & how this is being monitored/addressed; Employee Benefits may be impacted by a new law that requires dependents to age 25 be covered, even if not attending school; Senior center variance is the result of not filling a position due to the timing of when the budget got approved; Operating Transfers Out variance is the result of the water system. [ATTACH](#)
  - Town of East Hampton Unreserved/Undesignated Fund Balance Projection June 30, 2007: Jeff reviewed the document. A motion was made by Sharon Kjellquist, seconded by Jill Simko, to add items 1 through 4 to the agenda as 8C, making these all one transfer. Motion approved 4-0. [ATTACH](#)

7. Financial Transactions:

a) Appropriation & Borrowing Authorization – Public Water System (\$28,490,000).

Discussion focused on concerns for what makes up the projected cost of 28,490,000 and how discussions have gone with the property owners Oakum Dock/St.

Clements. Alan advised that discussions have gone well and that the projected cost is the best estimate that they've got at this point in time. BOF members emphasized their concern that they don't have the detail (projected cost estimates for the various elements of this project) and feel it is their responsibility to understand what makes up the 28m before they approve it. Alan expressed his concern that if the BOF does not approve at tonight's meeting, this will not be on the November referendum and feels if there were questions the BOF should have asked the questions sooner so that he could have provided the needed information at this meeting; a special meeting could be held to discuss/approve this and still meet the deadline for the November referendum. BOF members expressed concern that any cost estimates they were provided were a few years old, from 2005. A motion was made by Sharon Kjellquist, seconded by Jill Simko, to table this to the next meeting where they will be provided the cost estimates that comprise the 28m. Motion approved 4-0.

b) FY 2006-2007 Budget Transfer – Town Hall Oil Tank Replacement (43,450)

A motion was made by Jill Simko, seconded by Sharon Kjellquist, to move 43,450 from medical insurance into capital. Motion approved 4-0.

c) A motion was made by Sharon Kjellquist, seconded by Jill Simko, for Jeff to determine from what accounts (Jeff advised Employee Benefits and Contingency) to capital 181,915 for items 1-4 on the unreserved/undersigned fund balance projection document; retaining wall repairs, EPA Grant Match- 103 Main Street, EPA Grant Match – Brownfields assessment 2007, and Small Cities Grant – Water Tower Demo. Motion approved 4-0.

8. New Business: No new business.

10. Old Business:

- Board of Finance guidelines: tabled topic to next meeting since Kurt is not present.
- Request for information from Alison Walck regarding Bennett Yarger Associates contract: Chairman Hintz provided an update – Alison provided a copy of the original letter, letter from Bennett Yarger, minutes from Town Council meeting, and minutes from the Town Council's special meeting regarding the unique qualifications of Bennett Yarger Associates. Michael Harrington, labor attorney, responded: BOF is not sure why the town attorney didn't respond. The expense account charged was professional services under Town Council. The purchase order was dated August. The attorney advised BOF to have an auditor review and decide whether or not the Town Council followed appropriate procedure. There is no cost for the auditor to do this. BOF members agreed that Chairman Hintz could have verbal conversation with auditor, no need for written correspondence. BOF member stated that they began this review as due diligence and feels they need to follow-through with what they started. Kyle Dostaler advised that to his knowledge no one on the Town Council is related to members of Bennett Yarger Associates. A motion was made by Sharon Kjellquist, seconded by Jill Simko, to send this to the auditor for review. Motion approved 4-0.

11. Liaison's Reports:

- Town Council Meeting:
  - Approved 16k for roller
  - Significant public comments regarding the need for a noise ordinance in town
- Lake Commission:
  - Looking into the stocking of fish to determine if we are using the best approach; concern that we may be using a fish for cold water and the lake is not and that the fish currently used does not reproduce; Alan advised that we have been using the same type of fish for about 7 years and have done so based on professional consultation; there was agreement that the lake commission needs to fully research this issue before deciding to make a change
  - They will hold an educational forum in the fall

12. Public Remarks:

- Concerns expressed regarding the BOF decision to table the water system vote to their next meeting; feel the water system may not make it on the November referendum; feel the answers to the BOF questions regarding costs were addressed in the water system workshops

13. Town Manager's Report:

- Dump Truck was not voted on at the town meeting; Alan advised that they are going to repackage the information regarding the dump truck because the public is not aware of the benefits this brings to the town; additionally there is public concern that an additional license is needed to operate the dump truck, which is inaccurate. A CDL is needed and currently the town employees that would operate this truck already have this license because it is needed for other town vehicles
- Land acquisition: land behind memorial school is moving along; need an A2 survey; they are putting together a land purchase agreement
- Rt 66/Main Street land purchase being looked at
- Rt 151 study: there is a meeting scheduled for September 12<sup>th</sup> at 7PM in the Town Hall
- Proposal for water system has met state requirements at this point; emphasized the need to get this to the voters

14. Adjournment: A motion was made by Jill Simko, seconded by Sharon Kjellquist, to adjourn the meeting at 8:49 PM. Motion passed 4-0.

Submitted by:  
Karen Lee