TOWN OF EAST HAMPTON

**EAST HAMPTON CT 06424**

# BOARD OF FINANCE

Regular Meeting

Tuesday, January 20, 2008

7:00 PM Town Hall Annex

**Meeting Minutes**

BOF Members: Chairman Ted Hintz, Vice-Chairman Sharon Kjellquist, Kurt Comisky, Barbara Moore, Judy Isele, George Pfaffenbach, and Henry Thorpe

Other Attendees: Finance Director Jeff Jylkka, Town Manager Jeff O’Keefe, Town Council member Susan Weintraub

1. Chairman Hintz called the meeting to order at 7:00 pm followed by the pledge of allegiance.

Executive session began

1. Planned executive session to discuss potential land acquisition

Executive session ended 7:35pm

1. Approval of Minutes of Meeting(s):

A motion was made by Sharon Kjellquist, seconded by Judy Isele to approve the minutes of the December 15, 2008 – regular meeting as stated. Approved 7-0.

1. Public Remarks.

Senior Initiative Tax Force: Members spoke on behalf of the tax force urging approval of the tax initiatives as well as to seek feedback for possible modification to the outlined recommendations. One member expressed concern with approving this type of assistance at this time given the economic conditions. BOF members asked questions of the task force for additional information and/or clarification of the initiatives being recommended. (ATTACH)

Other members of the public spoke in favor of supporting the initiatives to see how they work; see how they benefit those who utilize the programs; reminder that these programs are for seniors that are needy (low income); any type of relief would be a benefit to the seniors so that they could stay in their homes.

A motion made by Sharon Kjellquist, seconded by Judy Isele to move item 10 to item 6 on the agenda. Motion approved 7-0.

1. New Business
2. Senior tax credit recommendations: BOF members discussed the recommendation.

A motion made by Sharon Kjellquist, seconded by Kurt Comisky to support the tax credit program. Motion failed 3-4; Sharon Kjellquist, Barbara Moore and George Pfaffenbach voted in favor of the motion.

1. Senior tax freeze recommendations

A motion was made by Sharon Kjellquist, seconded by Judy Isele to recommend that the Town Council support the tax freeze program. Approved 6-1. Chairman Hintz opposed.

1. Correspondence. N/A
2. Special presentation. N/A
3. Status Reports (Financial).

For each of the following reports, Jeff highlighted items of interest.

1. 2008-2009 Expenditures: (ATTACH)
2. 2008-2009 Revenue: (ATTACH)
3. Financial Transactions: N/A
4. Old/Continued Business.
5. Board of Finance guidelines: Kurt making a few additional changes.
6. Additional appropriation and purchasing ordinance: Thanks to Jeff and Kurt for modification to the ordinance. A motion was made by Sharon Kjellquist, seconded by Judy Isele to send the revised wording to the Town Council. Town Manager O’Keefe advised that he did get review of this by legal council. Motion approved 7-0. (ATTACH)
7. 2009-2010 Budget: Grand list number is being worked on; currently seeing 1.5 to 1.7% increase, which is low in comparison to prior years; showing decrease in motor vehicle but not sure where it will end up once adjusted; next revaluation is October 2010; Town Manager should have the budget ready in March; BOF members are asked to review the budget in advance and send suggestions to Chairman Hintz who will compile all suggestions and send to all BOF members. Town Manager suggests that BOF recommend programs and percentages to the departments as opposed to recommending line item by line item. BOF agrees with approach and tried previously, but advised that they will need support by the Town Manager to implement this approach. Town Manager’s observation so far is that town government/services has been neglected for far too long and has now created significant challenges for the town; Historically, all budget cuts have been made to general government rather than BOE.
8. Liaison's Reports.
* Facilities: toured Center School to see how the town hall would fit into the space; next meeting is to discuss changes to the Town Hall and then High School
* Fire Department: concerns from both BOF and Fire Department as to how the budget is being managed. Town Manager and Finance director will be more involved going forward. This department would be a good example to apply zero based budgeting to.
1. Public Remarks. N/A
2. Town Manager's Report.
* Focusing energy on grant dollars; we have opportunities even though times are tough; Chairman Hintz asked for a heads up on any items that may require matching grants.
* Budget policy statement will be finalized soon
* Main Street: back filling right now; contractor is being charged a fine for every day that goes by; penalties began in December.
1. Adjournment.

A motion was made by Sharon Kjellquist seconded by Judy Isele to adjourn the meeting at 9:10 pm.

Submitted by: Karen Lee