Town of East Hampton

Board of Finance Meeting

Tuesday, February 19, 2013

East Hampton Middle School Library

**Unapproved Minutes**

**Present**: Timothy Csere, Mary Ann Dostaler, Ted Turner, Tom O’Brien, Patience Anderson and Matthew Walton.

**Member(s) Absent**: David Monighetti

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

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

**3. Approval of Minutes of Meeting(s).**

**a**. **January 22, 2012** *– Tim Csere motioned to accept the revised draft of the minutes. Motion seconded by Tom O’Brien.*

 **Motion to approve the revised minutes:****6-Yes, 0-No, 1-Absent**

**4. Public Remarks –** None

**5. Correspondence –** FY 2012 annual audit- Jeff Jylkka submitted the audit report and provided highlights. Mary Ann Dostaler informed the board of a workshop that the Connecticut Conference of Municipalities is having on March 8th and a meet and greet on February 25th with the town department heads.

**6. Special Presentations –** Cohn Reznich to present the FY 2012 Audit – Auditors from Cohn & Reznick presented highlights of the audit as well as recommendations and new accounting standards.

**7. Status Reports (Financial)**

a. 2012-2013 Revenues - Jeff Jylkka provided an overview of the 2012-2013 revenues.

b. 2012-2013 Expenditures - Jeff Jylkka provided an overview of the 2012-2013 expenditures.

**8. Financial Transactions-** None

**9. Continued Business –**

1. **Capital Policy –** Jeff Jylka stated that they are still working on the budget policy and when it is complete, a subcommittee will be formed to work on the capital policy.
2. **Fines/Penalties –** The town manager is still attending meetings and will present new information at the next meeting.
3. **2013-2014 Budget –** The Governors proposed FY 2014 budget was presented to the board by Jeff Jylkka and discussed. Mary Ann Dostaler discussed the amendments made to the Citizens Guide and her goal for having the guide finalized and possibly voted on before the public forum on March 19th. Mary Ann informed the board members that she is working with the Board of Education committee members on constructing a similar guide for the school budget. Tim Csere stated that he sent the superintendents preliminary budget report to the BOF members.

**10. New Business -**

1. **Fire pumper bid update –** Jeff Jylkka advised the board that a notice was posted on February 4th stating that the deadline for the proposals is March 4th.
2. **High School Renovation project update –** Jeff Jylkka stated that he received correspondence from Michelle Barber indicating that they were changing the date of the meeting to possibly April 9th. Five members of the Board of Finance attended last Thursday’s meeting and they discussed inviting the Town Council, Board of Finance and the Board of Education to the Feb 21st meeting to provide everyone with information about upcoming events regarding the project.
3. **Jt. Facility DAF Replacement –** Jeff Jylkka received an email stating that the Jt. Facility has submitted a request for a STEEP grant for DAF Replacement. Jeff stated that if the grant is denied, a small bond would be the next step.
4. **Liaison’s Reports**

 a) Town Council- Matt Walton as Chairman is liaison to the Town Council; Patience Anderson, Ted Turner and Mary Ann Dostaler attended the last meeting as individuals.

 b) Board of Education – Timothy Csere attended the last meeting and provided highlights.

 c) WPCA –

 d) Economic Development Commission- Dave Monighetti not present to report.

 e) Lake/Conservation – Patience Anderson reported that the last meeting was cancelled.

 f) Fire Commissioners- Matthew Walton did not attend.

g) Brownfields/Redevelopment –Mary Ann Dostaler attended a special meeting this month

 and reported that the board members signed up to attend the National Conference for Brownfields.

 h) Parks & Rec. Advisory Board – Tim Csere did not attend.

**12. Public Remarks.** None

**13. Town Manager’s Report –** The town manager stated that he met with Commissioner Esty and they spoke of energy initiatives. East Hampton submitted 2 sites to CCM which were accepted. Talks continue with CNG for possible natural gas at the schools. Union negotiations are positive and moving forward. Electric charging stations are still being discussed.

**14. Adjournment**

*A motion was made by Tom O’Brien , seconded by Timothy Csere, to adjourn the meeting at 9:26 p.m. Motion approved 6-0-0.*

Respectfully submitted,

Christine Castonguay

Recording Secretary