Town of East Hampton

Board of Finance Meeting

Monday, March 18, 2013

East Hampton Town Hall Meeting Room

**Approved Minutes**

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

**Member(s) Absent**:

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

**1-2. Chairman Walton called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.**

 **Tom O’Brien left the meeting after roll call and returned after the approval of the February 27 minutes.**

 **A motion was made by Patience Anderson to move item #8a up to item #6 therefore moving items 6&7 up one. The motion was seconded by Dave Monighetti.**

 **Vote: 6-Yes; 0-No; 1-Absent**

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

**a**. **February 19, 2013 Regular Meeting -** *A motion was made by Ted Turner to approve the minutes without changes, seconded by Tim Csere.*

 **Motion to approve the minutes without changes:****5-Yes; 1-Abstain;1-Absent.**

**b. February 27, 2013 Special Meeting –** *A motion was made by Timothy Csere to approve the minutes as written, seconded by Tom O’Brien. Timothy Csere requested the following change:*

*#4****-****Mary Ann Dostaler stated that in her opinion, there would be a operational savings on rent by consolidating the space and that the project as proposed is well within the town’s fiscal capacity and that it meets responsible financial criteria.*

 *A motion was made by Timothy Csere to approve the minutes with the changes, seconded by Ted Turner.*

 **Motion to approve the minutes with suggested change:** **6-Yes; 1-Absent**

**4. Public Remarks –** Mike Rich from the East Hampton Volunteer Fire Dept asked the board if there would be further justification for the request of apparatus.

**5. Correspondence –** Mary Ann Dostaler submitted a copy of the letter to the editor from the Board of Finance and a copy of the press release for the Citizens’ Guide that was submitted to the Rivereast newspaper. Mary Ann Dostaler requested to have both documents filed with the minutes of the meeting.

**6. Appropriation and bonding authorization for the Fire Department (Fire Truck)-**

Patience Anderson read the Resoluton of Board of Finance which stated the matter resolved and recommended that the Town of East Hampton appropriate $645,000 for costs in connection with acquisition costs, equipment, administrative costs, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project or its financing.

 **Patience Anderson** **moved to approve the resolution for the acquisition of a fire truck and related equipment for use by the East Hampton Volunteer Fire Dept, seconded by Ted Turner. Motion to approve resolution: 7-Yes; 0-No**

**7. Special Presentations:** None

**8. 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.

**9. Continued Business**

1. High School Renovation project update – Jeff Jylkka informed the board of a special meeting being held on the 19th and 25th. A request was made for a breakdown of expenses for the project. Patience Anderson and Matthew Walton agreed that it would be advantageous to have a special meeting when the final numbers are in.
2. Capital Policy – Jeff Jylkka stated that they are still working on the Debt policy and haven’t met yet to start on the Capital Policy. Mary Ann Dostaler asked if the Debt policy had been presented to the Town Council yet and it was not.
3. Fines/Penalties – The Town Manager stated that the fire marshall ordinance is still being discussed.
4. 2013-2014 Budget - Mary Ann Dostaler informed the board of the work she is doing on the budget guide for the Board of Education.

**10. New Business -** Timothy Csere inquired about the accounting procedures of the town and if there are controls in place. A brief discussion followed that confirmed check points being in place.

**11. Liaison’s Reports**

 a) Town Council – Patience Anderson was unable to attend the last meeting.

 b) Board of Education- Tim Csere attended the meeting on 2/25/13 and provided highlights.

 c) WPCA – Ted Turner was unable to attend the last meeting.

 d) Economic Development Commission- Dave Monighetti was unable to attend the last meeting.

 e) Lake/Conservation – Patience Anderson was unable to attend the last meeting.

 f) Fire Commissioners – Matthew Walton was unable to attend the last meeting.

 g) Brownfields/Redevelopment – Mary Ann Dostaler reported no updates since the last meeting.

 h) Parks & Rec. Advisory Board – Tim Csere was unable to attend the last meeting.

**12. Public Remarks-** None

**13. Town Manager’s Report-** None

**14. Adjournment**

*A motion was made by Patience Anderson, seconded by Tom O’Brien, to adjourn the meeting at 8:26 p.m. Motion approved 7-0-0.*

Respectfully submitted,

Christine Castonguay

Recording Secretary