Town of East Hampton

Board of Finance

Regular Meeting

Monday, July 15, 2013

Town Hall Meeting Room

**Approved Minutes**

**Present**: Timothy Csere, Ted Turner, David Monighetti, Matthew Walton and Patience Anderson.

**Absent:** Tom O’Brien and Mary Ann Dostaler

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

**1-2. Chairman Walton called the meeting to order at 7:30 p.m. followed by the Pledge of Allegiance.**

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

a) June 17, 2013 – Regular meeting

 Timothy Csere motioned to approve the June 17 minutes with the following changes: Change Walsh to Walton in Item #1 (Call to Order) and change the “Yes” vote to 4 in Item #3 (Approval of minutes).

 **Vote: 4-Yes; 1-Abstain; 2-Absent Motion passed.**

**4. Public Remarks:** None

**5. Correspondence:** Jeff Jylkka provided handouts: Capital Improvement Program, Capital Decision Package, Capital Improvement Policy Outline, an appendix and another regarding the Administrators’ Collective Bargaining.

**6. Special presentations:** Board of Education Budget Presentation – Carol Lane and Bill Marshall did an informative presentation of the Board of Educations’ Budget. The information included explanations of reductions and savings.

**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.

 c) 2012-2013 Fund Balance – Jeff Jylkka provided an overview of the 2012-2013 Fund Balance.

**8. Financial Transactions: None**

**9. Continued Business:**

a) High School Renovation project update – Jeff Jylkka stated that they are in the process of hiring a commissioning agent and that Jeff is working with CREC to draft a contract.

 b) Capital Policy – Jeff Jylkka provided the members with a Capital Improvement Policy Outline which was reviewed and discussed. The following topics were discussed: Long term goals, presentations, organization of items and citizen input. The members agreed to have a workshop specifically for the Capital Policy and to have the Policy done before the budget process begins.

 c) Fines / Penalties – None

**10. New Business:**

a) Administrators’ Collective Bargaining – The members were given a letter from the Superintendent of Schools pertaining to the Administrators’ Collective Bargaining. Chairman Walton agreed to attend upcoming negotiation meetings.

**11. Liasion’s Report:**

a) Town Council – Ted Turner attended the last Town Council meeting and reported that the Board of Education did a presentation on the budget.

 b) Board of Education – Timothy Csere did not attend the last meeting.

 c) WPCA – Ted Turner stated that they did not have a meeting.

 d) Economic Development Commission – Dave Monighetti attended the June 18th meeting and reported that the electric charging station is open. The EDC is working on an assessment referral ordinance to bring to the Town Council and that they are looking to change the zoning on Main Street to residential and professional.

 e) Lake/Conservation – Patience Anderson did not attend the last meeting.

 f) Fire Commissioners – Chairman Walton stated that the meeting last month was cancelled and that the one for July is being held on the same evening as the Board of Finance so he is unable to attend.

 g) Brownfields/Redevelopment – Mary Ann Dostaler was not present to report.

 h) Park & Rec. Advisory Board – Timothy Csere did not attend.

**12. Public Remarks:** Members of the Board of Education thanked the Board of Finance for the opportunity to present their budget.

**13. Town Manager’s Report:** The Town Manager was not present. Jeff Jylkka reported that the Town Manager is interviewing labor attorneys and that he is in the process of sealing and closing bonds.

**14. Adjournment:** Timothy Csere motioned to adjourn at 9:30 p.m., seconded by Patience Anderson**. 5-Yes; 2-Absent Meeting adjourned.**

Respectfully submitted,

Christine Castonguay

Recording Secretary