Town of East Hampton

Board of Finance

Regular Meeting

Monday, May 19, 2014

Town Hall Meeting Room

 **Approved Minutes**

**Present**: Ted Turner, Dean Markham, Don Coolican, Alan Hurst, David Monighetti, Lori Wilcox and Mary Ann Dostaler (Mary Ann arrived at 7:35 during the discussion of item #6).

**Other attendee(s):** Jeffery M. Jylkka, Director of Finance and Michael Maniscalco, Town Manager

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

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

Alan Hurst made a motion to accept the April 21 meeting minutes after correction of a typo

(spelling) in the second paragraph of Item #10c from “requet” to “request”. Motion seconded

 by Ted Turner. **Vote: 6-Yes; 1-Absent (Mary Ann Dostaler). Motion passed.**

**4. Public Remarks:** None

**5. Special Presentations:** None

**6. Correspondence:**

a)Jeff Jylkka provided a copy of an article outlining common measures/consistent weighting for

 pensions. More information to follow.

b) Ted Turner shared a memo formally introducing the new Recording Secretary for BOF, Renee

 Bafumi effective 5/19/14.

**7. Status Reports (Financial):**  Jeff Jylkka provided an overview of the Revenues and Expenditures to date.

**8. Financial Transactions:** None

**9. New Business:**

**a) Sears Park Repairs – Additional Appropriation -** Ted Turner informed the BOF that the Capital Committee met on 5/19/14 at 2:00 and approved the recommendations for repairing damage sustained on the beach from the winter. Turner and Michael Maniscalco shared a memo presented at that meeting by the Parks and Rec Director, Ruth Checko outlining the damage, the plan, approved by the Town Council on 4/22/14, of how to repair the damage and the associated fiscal impact of $35,000. Following discussion, Don Coolican made a motion to transfer $35,000 from the Capital Reserve Fund Contingency account to fund the Sears Park emergency repairs project, seconded by Alan Hurst. **Vote: Yes-7; No-0 Motion Passed**

**10. Continued Business:**

 **a) FY 2014-2015 Budget 2nd Referendum** - Jeff Jylkka informed the BOF that the Town Meeting is scheduled for 5/27/14 and the Vote is scheduled for 6/3/14.

 **b) High School Renovation Project update -** No new information since last month’s quarterly update.

 **c)** **Special Revenue Fund Policy** - Chairman Turner requested any suggested changes (action item from 4/21/14 BOF regular meeting). Jeff Jylkka shared a draft of proposed changes and Mary Ann Dostaler shared research on how others towns (specifically Avon) handle similar funds. Alan Hurst made a suggestion that was retracted after further discussions and Ted Turner and Dean Markham also made suggestions. After a lengthy discussion, it was agreed that The Special Revenue Fund Policy will be added as an item to the agenda for the next regular BOF meeting in June where Jeff Jylkka will provide documentation on current policy with and without some of the suggested changes for further discussion.

 **d) Fines/Penalties** - Jeff Jylkka stated that there is a project at the capital region level to transfer existing data from PDFs to Excel and an intern is being hired to assist with project. More info to follow as obtained.

**11. Liasion’s Report:**

 **a)** **Town Council** – Chairman Turner and Lori Wilcox stated they will be attending the meeting tomorrow.

 **b) Board of Education** – No report

 **c) Economic Development Commission** - No report

 **d) Lake/Conservation** – No report

 **e) Fire Commissioners** **–** No report

 **f) Brownsfields/Redevelopment -** Mary Ann Dostaler reported that a STEAP Grant was approved for the redevelopment of 13 Watrous St.

 **g) Park & Rec Advisory Board** – Alan Hurst reported that there was not a meeting last month but the Arts & Culture Committee, of which he is a member, met with P&R to discuss opportunities to bring new activities and/or attractions to Sears Park.

**12. Public Remarks:** None.

**13. Town Manager’s Report:** Mr. Maniscalco had just come from a yellow ribbon ceremony in the Village Center that was well represented by local and state representatives. He is working on finalizing the bylaws for the Town Council and aside from the beach repairs (item 9a above) there are many other town projects in process (e.g. road work at intersection of rt. 66 and rt. 196, sweeping of all town roads) and being plAnnd (e.g. Long Crossing bridge repairs, additional roadwork). Ted Turner questioned if there was any information about the rumored CL&P expansion and Mr. Maniscalco responded that 80 additional employees will be hired for the East Hampton location, additional bays are being built for trucks and a new service road will be built where the house was recently torn down next door to the CL&P facility. Finally, Mr. Maniscalco informed the BOF that the Police Department recently received a donation of a Hummer from the military and the refurbished (painted to look like an EHPD vehicle and outfitted with appropriate lights) Hummer will lead the Memorial Parade later this month.

**14. Adjournment:** Don Coolican made a motion to adjourn at 8:47 p.m., seconded by Dean Markham. **Vote was unanimous in favor.**

Respectfully submitted,

Renee Bafumi

Recording Secretary