

**TOWN OF EAST HAMPTON
EAST HAMPTON, CT 06424**

BOARD OF FINANCE

Tuesday, January 16, 2018
EH Middle School Library

Approved Minutes

Present: Mike Rose, Janine Jiantonio, Alannah Coshow, Richard Brown, and Bridget McLennan

Not Present: Barbara Moore and Ted Turner

Other attendee(s): Jeffery Jylkka: Director of Finance

1-2. Chairman Rose called the meeting to order at 7:05 p.m. followed by the Pledge of Allegiance.

3. Adoption of Agenda

Upon a motion from Dr. Brown seconded by Ms. Coshow, and unanimously carried, the Agenda was adopted as presented.

4. Approval of Minutes:

a) Regular Meeting 12/18/2017

*Ms. Coshow made a motion to approve the minutes as presented. The motion was seconded by Dr. Brown. **Vote: 5-0.***

5. Public Remarks:

None

6. Financial Transactions:

None

7. Special Presentations:

None

8. Correspondence:

Mr. Jylkka referenced the Audit results that were emailed as well as provided in hard copy to all Board members and stated that the Lead Auditor is being scheduled to present to the Board at a future meeting. He also referenced Robert's Rules Motions Guide that was included in the meeting packet.

**TOWN OF EAST HAMPTON
EAST HAMPTON, CT 06424**

BOARD OF FINANCE

Tuesday, January 16, 2018
EH Middle School Library

Mr. Rose also addressed the scheduling of a Tri-Board Meeting. He stated that he is in discussion with the TC and BOE Chairs with a plan to schedule the meeting for late January or early February.

9. Status Reports [Financial]:

Mr. Jylkka provided an update on the FY 2017-2018 Revenues, Expenditures and Fund Balance to date.

a) 2016-2017 Revenue

Mr. Jylkka shared that licenses/permits/fees and tax collection (both current and back) continues to be strong further supporting the anticipation of no significant.

b) 2016-2017 Expenditures

Mr. Jylkka shared that there are no significant expenditures to date and that any large percentages spent to date are due to encumbrances. He did, however, make Board members aware of three "unknowns" that could result in some negative impact: 1) legal fees due to contract negotiations (NAGE), 2) Police OT (Injured officer still out), and 3) roof repairs at the Library (reoccurring issue causing damage again).

c) Fund Balance

Current numbers reflect a forecasted ending fund balance over \$100,000 higher than the previous year.

Action Item: *Mr. Jylkka to look into an avenue to communicate the positive forecast to the public in order to ease concerns from state cuts.*

Action Item: *Mr. Jylkka to provide the Board with a status of the safety glass effort at the schools.*

10. New Business:

a) Teacher Contract Negotiations

Mr. Jylkka informed the Board that negotiations are scheduled to begin in August with invitations to the Board to participate being promised.

Action Item: *Mr. Jylkka to share the policy of what can be discussed in public (BOF meetings) vs. executive session during negotiations.*

**TOWN OF EAST HAMPTON
EAST HAMPTON, CT 06424**

BOARD OF FINANCE

Tuesday, January 16, 2018
EH Middle School Library

b) Tax Bill Modification

At the request of Ms. McLennan, Mr. Jylkka shared multiple examples of tax distribution breakdowns provided by other cities and towns. After a brief discussion, Mr. Jylkka was asked to investigate the cost to have something similar to the Danbury example added to our tax bills. Further discussion to be had at the February meeting.

***Action Item:** Mr. Jylkka to investigate the cost to have something similar to the Danbury example added to our tax bills.*

11. Continued Business:

a) TIF Zone Proposal

After a brief discussion resulting in conflicting views on the proposal, it was decided that the BOF would not provide a recommendation to the Town Council at this time.

12. Committee/Liaison Assignments

a. Town Council (Coshow/Jiantonio)

Ms. Coshow shared that a similar discussion about the TIF Zone Proposal was had with differing opinions on whether or not to approve. She also shared that budgeted emergency response system (KX) costs were discussed and that the Budget Policy Statement is still being created with distribution expected by the end of January.

b. Board of Education (Finance Sub-Committee) (Rose/Moore)

With the BOE meeting occurring at the same time as this meeting, no report was made. Mr. Rose acknowledged that the expectation is that a Tri-Board meeting will be scheduled once the Budget Policy Statement is distributed.

c. Economic Development Commission (Turner)

No Report

d. Lake / Conservation (Moore)

No Report

e. Fire Commissioners (Brown)

With the meeting occurring at the same time as this meeting, Dr. Brown simply stated that the Fire Marshall's budget and Awards budget are being reviewed and finalized with no major variations anticipated.

f. Brownfields/Redevelopment (McLennan)

Ms. McLennan unable to attend meeting since held same time as BOF. She is in process of reviewing past minutes.

**TOWN OF EAST HAMPTON
EAST HAMPTON, CT 06424**

BOARD OF FINANCE

Tuesday, January 16, 2018
EH Middle School Library

g. Park & Rec. Advisory Board (McLennan)

While she was unable to attend, Ms. McLennan has requested minutes to review.

h. Water Task Force (Jiantonio)

No Report

12. Public Remarks

None

13. Town Manager's Report

No Report

14. Adjournment:

The motion to adjourn was made by Ms. Coshow and was seconded by Dr. Brown.

Vote: 5-0. Motion Passed. Meeting adjourned at 8:05 pm.

Respectfully submitted,

Renee Bafumi
Recording Secretary