Minutes for the
4:00 PM, 1/4/24 Special Meeting of the
Board of Finance Communication Subcommittee

Approved MEETING MINUTES

BoF Subcommittee Members Present: Todd Gelston and Rebecca Whatley
Staff Present: None
Guests Present: Joe Corbett – Chairman of the BoF, Patty Stricker – Chairwoman of the Board of Education, Nancy Haslam - Acting Superintendent, Cindy Hughson – Business Manager for Board of Education, Donald Angersola – Director of Operations for the Town of East Haddam, Linda Zemienieski – Executive Manager, Selectman's Office

AGENDA

1/4/24 BoF Communications Subcommittee Special Meeting
4:00 at the MOBC, Meeting Room #4

1. Call to Order

2. Approval of the Minutes for the December 5, 2023 Special Meeting

3. Review and discuss the information content in a DRAFT article on the planned Heating, Ventilation and Air Conditioning (HVAC) System Improvements for the East Haddam Public Schools. The Board of Education Chairwoman, the Acting Superintendent of Schools, the Board of Education Business Manager, the Board of finance Chairman and the Director of Operations were scheduled to participate in this discussion.

4. Review the rewrites of the 3/22/18, 3/29/18 and 4/5/18 East Haddam News Articles

5. Review the Draft Article on the Annual Financial Audit of East Haddam's financial accounts and processes.

6. Scheduling for the next meeting.

7. Adjournment

DISCUSSION

Meeting called to order at 4:05 PM in Meeting Room 4.

The first Agenda item was the approval of the Minutes for the 12/5/23 Special Meeting. Rebecca Whatley moved that the meeting minutes be approved. Todd Gelston seconded the motion. There were no additions or corrections. The motion passed unanimously.

Next, the attendees began to review the DRAFT HVAC article for the East Haddam News. Rebecca read aloud the DRAFT article. However, after the DRAFT was read, it was noted that the elected Boards and Town Departments can neither sponsor nor publish any articles appearing to advocate for funding of the HVAC Project. This is because the Call of the Town Meeting and the following Referendum have already been approved and announced. After some discussion it was decided that the PTO can publish and distribute the DRAFT article without legal issues. Therefore, the attendees asked Rebecca Whatley to contact Jen Boyle who is President of the PTO and ask her to publish the article in the East Haddam News. Rebecca was to explain that if the PTO had any technical questions about this HVAC, Jen is encouraged to

contact Donald Angersola for answers. However, before Rebecca can contact the PTO, Linda Zemienieski will contact the Town's Bond Counsel to confirm that giving the DRAFT article to the PTO is appropriate and legal. This concluded the discussion on this item. The BoE and Town Government guests left the meeting at this time.

Next, the remaining attendees discussed the rewrites of the 2018 articles and were prepared to recommend to the Board of Finance that they are good for publishing again in the East Haddam News. As part of this discussion, a question was raised – Why are we paying for our articles to be published in the East Haddam News? We need to have a discussion with Valerie Belles on this subject. Another question was raised – Shall we reprint our article on the Budget Process? It was decided that we should first focus on the latest DRAFT of the Citizen's Guide for printing in the East Haddam News by the first or second week in February.

Next, Todd Gelston stated that he has not completed the DRAFT of the Audit article. Therefore, he requested that the Subcommittee review the DRAFT at the next Subcommittee meeting.

Next, the attendees reviewed the schedule for the next series of meetings. Particularly, the Workshop Meeting Schedule was discussed with no definite schedule released yet. We are currently waiting for the scheduling of the Tri-Board Meeting. The attendees agreed to meet again on Tuesday 1/16/24.

The meeting ended with the above discussion.

The meeting adjourned at 5:15 PM.

These Meeting Minutes were written by Todd Gelston.