

Long Hill Estate Authority  
421 Wadsworth Street  
Middletown, CT 06457

February 25, 2019

**Present:**

Phil Cacciola      Kate Plummer  
John Coughlin     Adam Fleming  
Joe Barone  
Lauren Middleton

**Absent:**

Charlotte McCoid  
Al Santostefano

**Also Present:**

Jessica Hess  
Deborah Moore  
Megan Bush

The meeting was called to order at 5:00pm in the Loggia.

**Public Session:**

There was no one present.

**Minutes:**

There was a motion by J. Coughlin seconded by J. Barone to approve the minutes of February 4, 2019. Motion carried unanimously.

**Succession Committee:**

J. Coughlin announced the committee had unanimously come to a decision to offer the position of Executive Director to Megan Fanion Bush. The process of selection narrowed four qualified candidates down to two. Both final candidates had to present a business plan to the committee and based on the presentation, the decision was to recommend Megan Bush as the new Executive Director. Megan was then presented to the board and given the opportunity to introduce herself.

**Finance:**

J. Coughlin reported the 2018/2019 Fiscal Year looks good, the 2019/2020 Fiscal Year is lagging. The LHEA remains under budget for the maintenance account.

**Policy and Procedure:**

There was nothing to report.

**Building and Grounds:**

D. Moore reported \$8,700 worth of tree work was required from the ice storm in early February. Many ash trees are being removed due to an invasive species. The bridge by the Vernal Pool is in the process of being replaced.

**Parklands:**

There was nothing to report.

**Personnel and Nominating:**

D. Moore reported that Joe Samolis is interested in joining the LHEA. She will speak with Joe and contact the Mayor to recommend him to the board.

**Executive Director:**

D. Moore reported we are continuing work to get ready for spring. 80 panes of windows in the West and East Ballrooms are being replaced. She got a quote from EMCOR for replacing the rooftop H/Vac units. Expected cost to be around \$17,000. D. Moore presented projections to the end of the Fiscal Year. \$86,000 is projected to be moved to the Reserve Account.

**Old Business:**

There was nothing to report.

**New Business:**

There was nothing to report.

**Executive Session:**

There was a motion by J. Coughlin, seconded by J. Barone to go into Executive Session. Motion carried unanimously.

The board came out of Executive Session and voted unanimously to offer the Executive Director position to Megan (Fanion) Bush.

There being no further business the meeting and with a motion by J. Coughlin, seconded by J. Barone the meeting adjourned at 6:10pm.

Submitted,  
Jessica Hess