

**Bolton Board of Finance
Regular Meeting Minutes
December 20, 2018 - 7:15pm
Town Hall**

Minutes

Members Present: Chairman Robert Munroe, Vice Chair Robert Flowers, Emily Bradley, Robert DePietro, Robert Galle, Matthew Maulucci, and Richard Tuthill

Others Present: Town Administrative Officer Joyce Stille, Finance Director Jill Collins, First Selectman Sandra Pierog

1) Call to Order: R. Munroe called the meeting to order at 7:16pm

2) Public Participation: None

3) Correspondence: R. Munroe received a call from Emily at the Journal Inquirer requesting a summary of the meeting.

4) Election of Officers:

R. Flowers nominated R. Munroe for the position of chairman. E. Bradley seconded the nomination. Unanimous vote, with all in favor of the nomination.

R. Galle nominated E. Bradley as vice chair. R. DePietro seconded the nomination. Unanimous vote, with all in favor of the nomination.

R. Munroe asked M. Maulucci to continue on as the CAPA representative. M. Maulucci accepted.

5) Approval of Minutes:

a) October 18, 2018 Regular Meeting: R. Tuthill made a motion to approve the minutes as written. R. Flowers seconded the motion. R. DePietro suggested that the motion be amended to approve the minutes with a change on page 2, "John" should be changed to "John Butrymovich". Vote on the motion as amended, 5:0:2 with R. Munroe, R. Flowers, E. Bradley, R. DePietro, and R. Tuthill in favor. R. Galle and M. Maulucci abstain.

6) Elected Official and Town Staff Reports

a) Board of Education Update: The Board of Finance reviewed the most recent Board of Education report. It looks similar to the report presented at this time last year. There was a transfer two months ago out of the benefits line to purchase computers. R. Munroe reported that based on conversations with Superintendent Heckt, the schools will be pushing for new tennis courts and a major soccer field project. These projects would be very expensive, but they do not have a cost estimate yet. J. Stille reported that she is aware of a few teacher retirements.

b) Revenue Summary:

J. Collins reported that tax collection for current year is at 99.89%, compared to 99.64% last year. The tax collector has been doing an excellent job on prior year collections. The supplemental bills went out. They are due on January 1, with penalties starting on February

J. Collins updated the budget document to reflect the numbers that the mil rate was based off of. There is no extra money in the budget. At this time there is no reason to expect that we will not receive the anticipated grant monies. R. Munroe noted that we have achieved the goal of earning 80,000 in interest revenue.

c) Town Update: Expenditures are in the same place as last year. The fire department made a transfer. There was no unemployment pay this month. Reval is coming to a conclusion. There were informal meetings to discuss results. Those people will be getting letters soon. Then there will be an opportunity for them to come in to see the Board of Assessment Appeals.

7) Ongoing Business

a) FY19 Budget Status: Nothing further to discuss.

b) Shared Services: J. Stille provided an update on the insurance consortium. Interviews are being conducted with the companies that submitted bids. By February the town will have to make a decision. The costs of the consortium look to be more favorable than the cap for next year, although the cost depends on the final vendor and participation.

R. Munroe encouraged additional cross training of employees.

8) New Business

a) Consider and Act on BOF FY20 Budget:

The Board of Finance has responsibility for the auditor. The cost is flat from last year and part of an approved contract. The Board of Finance needs to approve the request for funds to honor the contract. R. Galle made a motion to approve the request for funds to honor the contract. R. DePietro seconded the motion. Unanimous vote, with all in favor.

The Board of Finance needs to approve their budget for operations. The budget is the same as last year. R. Galle made a motion to approve the budget as presented. E. Bradley seconded the motion. Unanimous vote, with all in favor.

b) 2019 BOF Meeting Calendar: After a brief discussion on dates, R. Tuthill made a motion to approve the BOF meeting calendar as presented. E. Bradley seconded the motion. Unanimous vote, with all in favor.

c) Results of Three Board Meeting – November 1, 2018

R. Galle shared a summary of the three board meeting. The meeting was primarily about infrastructure needs for the town. The needs are substantial and R. Galle suggested that the town needs to think of a dramatic plan to meet the needs. The board discussed the needs of the town and some potential options for cost reduction including shared workspaces, shared services, and work from home feasibility.

9) Adjournment: Meeting adjourned at 8:25pm.

Respectfully submitted,
Rebekah Rupert
Recording Secretary

Please see the minutes of subsequent meetings for the approval of these minutes and any corrections hereto.