

**BOLTON BOARD OF FINANCE  
REGULAR MEETING  
FEBRUARY 20, 2020– 7:15 p.m.  
TOWN HALL**

**Minutes**

**Members Present:** Chairman Emily Bradley, Robert DePietro, Richard Tuthill, Vice-Chair Robert Munroe, Charles Danna Jr. and Kristen Gourley

**Members Absent:** Ross Lally

**Others Present:** First Selectman Sandra Pierog, Chief Financial Officer Jill Collins and Board Clerk Linda H. McDonald

**1. Call to Order:** The meeting was called to order by Chairman E. Bradley at 7:15 p.m.

**2. Public Participation:** No public participation.

**3. Distribution of the FY 2019 Financial Statements:** Members will individually review the State Compliance Audit, year ending June 30, 2019, and email the Chief Financial Officer with any questions or concerns in the next few weeks. J. Collins will present the questions and answers at the next meeting. Some discussion and questions followed on portions of the audit.

**4. Approval of Minutes:**

**January 16, 2020 Regular Meeting:** The following amendments were made to the minutes of January 16, 2020 (**in bold**):

~~“Members **Excused Absent:** Vice-Chair Robert Munroe, Charles Danna Jr. and Kristen Gourley~~

~~**R. Lally commented on what would happen if there was not enough room to accommodate Columbia students. R. Lally agreed that the contract with Columbia could have financial implications to the rest of the Town if monies are required due to a sudden influx of students from Columbia.**~~

5.a

~~**She E. Bradley said the Town will not receive \$30,000.000 from Coventry (40% of the salary for the position) for a shared Behaviorist in the school system next year, as the position will become full-time in Bolton. The BOE is projecting four (4) less Columbia students next year.**~~

5.c

E. Bradley reported she attended the last BOE meeting and spoke with the BOE Chair Andrew ~~**Broneil Broneill**~~ last week to discuss how helpful it is to have a BOE member attend the BOF meetings. She will set up a time to meet with Superintendent K. Heckt and A. ~~**Broneil Broneill**~~ for further discussions.

~~**E. Bradley inquired about the videotaping of the meeting. J. Kelly said he was asked by the Community Voice Channel (CVC) to videotape the meeting. The plan of CVC is to videotape the BOS, BOF and BOE meetings. He apologized for not informing the Chair that the meeting was being videotaped.**~~

6.c

R. Lally MOVED to approve the budget review calendar as presented. R. ~~DiPietro~~ DePietro SECONDED. MOTION CARRIED 4:0:0.”

(end of amendments)

R. Tuthill MOVED to APPROVE the regular meeting minutes of January 20, 2020 as amended. R. DePietro SECONDED. MOTION CARRIED 4:0:2 with Vice-Chair Robert Munroe and Kristen Gourley abstaining.

## 5. Elected Official and Town Staff Reports:

### a. Revenue Summary:

J. Collins reported tax revenue collection is at 101.42% as of January 31, 2020 and reviewed the FY 2020 Revenue statement as of January 31, 2020. She reported the Town received another quarter of the ECS money and there has been a delay in receiving the transportation grant money. Discussion followed on Town Aid Roads grant funds.

**b. Town Update:** S. Pierog reported, as of January 31, 2020, total Town expenditures are running at about 52%.

Members reviewed a memo from Assessor Helen Tutz, dated January 20, 2020, outlining the 2019 Grand List breakdown prior to the Board of Assessment Appeals March hearings.

**c. Board of Education (BOE) Update:** E. Bradley said the FY2020 commentary from the BOE reflects more accurate reporting from the BOE as requested. As of January 31, 2020, approximately 52% of the budget had been expended.

K. Gourley expressed appreciation for the transparency in the reports.

R. Munroe noted the YTD expenditures for salaries/wages and employee benefits as of 1/31/2020 is one million dollars over the YTD expenditures as of 12/31/2019. E. Bradley will ask for an explanation at her next meeting with Superintendent of Schools Kristin Heckt and Board of Education Chair Andrew Broneill. J. Collins noted there were three pay periods in January which may explain the increase.

## 6. Ongoing Business:

**a. Consideration and Action on Revised FY2021 BOF Budget:** E. Bradley reported the BOF budget was presented to the Board of Selectmen (BOS) Tuesday night. An advertising line item of \$60.00 was added to the budget to cover the cost of the budget public hearing legal notice. Money for this line item was taken from the Office Operating Expenses line item, so the total budget request would remain at \$2,200.00.

R. Tuthill MOVED to approve the revised BOF FY 2021 budget. R. Munroe SECONDED. MOTION CARRIED 6:0:0.

**b. Shared Services:** No report.

**c. CAPA Update:** E. Bradley explained there are two components of the 5-year capital plan: capital improvements and capital reserve fund. The members will review the recommended

plan from the BOS. E. Bradley noted the plan must have at least 1 mil worth of capital reserve projects.

**d. FY2020 Budget:** E. Bradley shared information on some revenue sources that will not be coming in next year.

**e. FY2021 Budget Calendar:** Meeting date revisions were made to the budget calendar.

**7. Adjournment:** E. Bradley adjourned the regular meeting at 8:57 p.m.

Respectfully submitted by,

*Linda H. McDonald*

Linda H. McDonald, Board Clerk

The next regular Board of Finance meeting is scheduled for March 19, 2020.

PLEASE SEE THE MINUTES OF SUBSEQUENT MEETINGS FOR THE APPROVAL OF THESE MINUTES AND ANY CORRECTIONS HERETO.