

**BOLTON BOARD OF FINANCE
REGULAR MEETING
THURSDAY, OCTOBER 15, 2020 – 7:15 pm
VIRTUAL MEETING VIA ZOOM WEBSITE PLATFORM
Minutes**

Board of Finance Members Present: Chairman Emily Bradley, Vice-Chair Robert Munroe, Ross Lally, Charles Danna Jr., Kristen Gourley, and Robert DePietro

Board of Finance Members Absent: Richard Tuthill

Board of Selectmen Present: First Selectman Sandra Pierog and Selectman Robert DePietro

Staff Present: Town Administrator Joshua Steele Kelly, Chief Financial Officer Jill Collins, and Board Clerk Linda McDonald

Others Present: Nick Lavigne

1. Call to Order: E. Bradley called the meeting to order at 7:17 p.m.
2. Public Participation: No public participation.
3. Approval of September 17, 2020 Minutes:

The minutes of September 17, 2020 were amended as follows:

4c) "She said the schools are using a hybrid model to educate students until October ~~1~~**9**, 2020."

R. DePietro MOVED to approve the September 17, 2020 regular meeting minutes as amended.

K. Gourley SECONDED. By roll call vote, MOTION CARRIED 6:0:0.

4. Elected Official and Town Staff Reports
 - a) BOE Update: The members reviewed the BOE reports. As of September 30, 2020, the BOE is 16% expended for FY 2021. E. Bradley said she will follow up on tonight's board questions with Superintendent Heckt and the BOE and will get their replies out to the members.
 - b) Revenue Summary: J. Collins reported, as of September 30, 2020, the current tax levy collected was at 97.69%. The current motor vehicle levy collected was at 83.41% and the interest and fees are at 21.17%. Tax payments, without penalty, were due by October 1, 2020 per executive order so payments made on October 1 are not reflected in these collection percentages. J. Collins noted the Town is still waiting on state revenues to come in.
 - c) Town Update: For expenditures, J. Kelly identified the following line items that are fixed costs: Auditing, Property insurance, Probate and Animal Control. He noted the Land Use line item is over-expended by over 25% and over-expended as compared to fiscal year 2019. He explained the Director of Community Development was busy during the months of July and August putting together the application for the Sustainable CT certification. J. Kelly said

expenditures are meeting expectations and the Town is focused on keeping spending lower based on need.

d) Other:

The members were updated on the potential purchase of a residential house on Bolton Center Road for Town office space. S. Pierog said the engineering report showed neither floor of the house would meet the 50 lbs. of load bearing per square foot threshold required for office space. It would be cost prohibitive to repair the structural issues of the building to bring it up to the required load bearing. S. Pierog reported the BOS withdrew the Town's offer on the property. The members thanked the BOS for their continued effort to find alternative office space for the departments currently located in the Notch Road Municipal Building.

5. New Business: Draft of 2021 Meeting Calendar Dates:

Members reviewed the draft 2021 meeting dates. The board will continue to meet virtually until further notice from the Governor's office. The calendar will be voted on at the November meeting.

6. Adjournment: E. Bradley adjourned the regular meeting at 7:54 p.m.

Next Regular Meeting: November 19, 2020 Regular Meeting - 7:15 PM

Respectfully submitted by

Linda H. McDonald

Linda H. McDonald, Board Clerk

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