

**BOLTON BOARD OF FINANCE
REGULAR MEETING
THURSDAY, DECEMBER 17, 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, Richard Tuthill, and Robert DePietro

Board of Education Members Present: Superintendent of Schools Kristin Heckt

Board of Selectmen Present: Selectman Robert DePietro

Staff Present: 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 7:16 p.m.
2. Public Participation: No public participation.
3. Approval of Minutes:
 - 3.1 Approval of November 19, 2020 Regular Meeting Minutes: The November 19, 2020 regular meeting minutes were amended as follows: Agenda item 4: “R. DePietro MOVED to nominate ~~R.~~ **Kristen** Gourley as Vice-Chair of the Bolton Board of Finance.”

R. DePietro MOVED to approve the November 19, 2020 regular meeting minutes as amended.

R. Munroe SECONDED. By roll call vote, MOTION CARRIED 7:0:0.

4. Elected Official and Town Staff Reports

a) BOE Update: As of November 30, 2020, the BOE budget is 30% expended for FY 2021.

Superintendent Heckt reported the BOE had received approximately \$133,000 for COVID relief funds to purchase PPE, cleaning supplies, and safety supplies that had to be encumbered by December 31, 2020. This has created a problem statewide due to difficulty securing the COVID related items. However, Bolton BOE was able to actualize the entire \$133,000 for items already received. In addition, there were back-ordered items received totaling approximately \$50,000. Superintendent Heckt said she went back to the State twice to ask for additional funds to cover the back-ordered supplies. As a result, the BOE received \$50,581 in additional COVID related funds.

Superintendent Heckt explained the BOE has a technology replacement plan. She discussed the issues with the current smart boards and the plan to replace 42 smart boards districtwide with Vsonics. She explained the students and staff need to be on the same platform and to have boards that work and 22 Vsonics have been ordered from the technology replacement fund. She informed the board that the BOE will be coming before the BOF in January 2021 for a transfer of funds of approximately \$50,000 to \$60,000 to cover the purchase of the remaining 20 Vsonics. In addition, the BOE is still waiting for back-ordered chrome books to arrive.

Superintendent Heckt said she made the decision that the schools will be fully remote beginning next week until January 11, 2021 in an effort to keep everyone safe and learning during the time when the next COVID spike is expected.

b) Revenue Summary: E. Bradley reported, as of November 30, 2020, the current tax levy collected was at 100.17%. The current motor vehicle levy collected was at 93.92% and the interest and fees are at 45.79%.

J. Collins reported the January 2020 supplemental motor vehicle grand list is \$4,938,295.

The members received the town revenues summary. E. Bradley reported the town has received $\frac{1}{4}$ of ECS grant funds. The town has received \$14,143.51 in interest payments as of November 30, 2020. This is expected to be much lower than what has been budgeted. Building rental revenues are also expected to be lower than budgeted as well.

J. Collins reported the Town will receive \$34,614 in additional Covid-19 relief funds.

J. Collins said the Board of Selectmen passed a resolution at their 12/1/2020 meeting "authorizing the issuance of not exceeding \$3,000,000 refunding bonds for payment in whole or in part of the outstanding principal of and interest and any call premium on the Town of Bolton's \$4,345,000 General Obligation Bonds, issuance of 2012 and costs related thereto". She said the Town would save \$175,000 by refunding/refinancing this bond.

c) Town Update: The members reviewed correspondence from Administrative Officer Joshua Steele Kelly regarding town expenditures as of November 30, 2020. The town is 31.80% expended as of November 30, 2020. The Land Use and Elections line items are over 41.67% expended and over-expended compared to all three prior years. J. Kelly reported the Director of Community Development in the Land Use Department has been working additional hours to complete the Sustainable CT application and the Elections Department is "slightly more expended as a result of having to take COVID precautions and having an extremely large Presidential election to manage". The board members complimented the efforts of elections staff and volunteers on delivering a smooth election day process.

d) Other: No other discussion.

5. New Business:

5.1 Draft of FY2022 Budget Calendar: The members reviewed and discussed the first draft of the FY2022 budget calendar.

6. Adjournment: E. Bradley adjourned the regular meeting at 7:59 p.m.

Next Regular Meeting: January 21, 2021 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.