

**BOLTON BOARD OF FINANCE
SPECIAL MEETING
APRIL 21, 2022 – 7:15 P.M.
VIRTUAL MEETING VIA ZOOM WEBSITE PLATFORM
MINUTES**

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

Staff Present: Chief Financial Officer Jill Collins and Board Clerk Ashleigh Johnson.

Others Present: Nick Lavigne from Community Voice Channel (CVC)

Absent: Alex Rivera

- 1) **Call to Order:** E. Bradley called this meeting to order at 7:17 P.M.

- 2) **Public Participation:** E. Bradley called for public participation, but there were no comments.

- 3) **Approval of Minutes:**
 - a. **March 17, 2022 Regular Meeting:**

In the attendance portion for Board of Finance Members Present: “...~~Kristin~~ **Kristen** Gourley...”

R. Munroe MOVED to approve the March 17, 2022 regular meeting minutes as amended. K. Gourley SECONDED. By roll call vote, MOTION CARRIED 6:0:0.

 - b. **March 22, 2022 Special Meeting:**

In the attendance portion: “Board of Finance Members Present: Chairman Emily Bradley, Vice-Chair Robert Munroe, ~~Kristin~~ **Kristen** Gourley, Charles Danna Jr., Mather Clarke, Alex Rivera, **and** Ross Lally.” Add – “**Board of Education Members Present: Susan Pike and Rhea Klein.**” Remove – “~~Others Present: Susan Pike.~~”

By roll call vote, MOTION CARRIED 6:0:0.

 - c. **March 24, 2022 Special Meeting:**

R. Munroe MOVED to approve the March 24, 2022 special meeting minutes. K. Gourley SECONDED. By roll call vote, MOTION CARRIED 6:0:0.

 - d. **March 29, 2022 Special Meeting:**

In the attendance portion, “Absent: Kristen Gourley, ~~Robert Morra, Adam Teller, Mike Eremita, and Andrew Broneill.~~”

C. Danna MOVED to approve the March 29, 2022 special meeting minutes as amended. R. Munroe SECONDED. By roll call vote, MOTION CARRIED 5:0:1. K. Gourley ABSTAINED.

e. March 31, 2022 Special Meeting:

In the attendance portion, "Board of Education Members Present: Superintendent Kristin Heckt **and Susan Pike.**"

Remove – "~~Others Present: Susan Pike.~~" And "~~Absent: Robert Morra, Adam Teller, Mike Eremita, and Andrew Broneill.~~"

R. Munroe MOVED to approve the March 31, 2022 special meeting minutes as amended. C. Danna SECONDED. By roll call vote, MOTION CARRIED 6:0:0.

f. April 6, 2022 Special Meeting:

In the attendance portion, "Absent: ~~Pam Sawyer, Andrew Broneill, and~~ Mather Clarke."

In section 3b, add "...also agreed with K. Gourley."

R. Munroe MOVED to approve the April 6, 2022 special meeting minutes as amended. K. Gourley SECONDED. By roll call vote, MOTION CARRIED 5:0:1. M. Clarke ABSTAINED.

4) Elected Official and Town Staff Reporting:

a. Board of Education Update:

As of March 31, 2022, the BOE have expended 63%, as of 2021 they expended 64%. They are currently projecting expenditures of \$14,746,414 which is an under expenditure of \$122,500. The BOE decreased the committed balance of \$140,000 towards FY23 to \$50,000 to cover projected student support service costs.

b. Tax Collection Summary:

As of March 31, 2022, the net collection is \$17,855,557.90. The percentage collected for the FY22 Budget is 101.03%. This has increased since March 31, 2022.

c. Town Update:

As of March 31, 2022, the FY2022 balance is \$2,646,010.43. The biggest concern being the diesel gas prices.

d. Other:

5) Ongoing Business:

a. Discussion of FY2022 Budgets (expenditures & revenues):

J. Collins announced that she now knows that the insurance is going up to 10.3%, which was unknown prior.

b. Discussion of FY2023 Budgets (expenditures & revenues):

c. FY2023 Budget calendar:

6) New Business:

a. Consider and possibly act on: BOF Meetings via Electronic Communications Policy:

In Attendance at Meetings via Electronic Communications, ~~“The reason that such attendance is not reasonably practical shall be stated in the minutes of the meeting.”~~

In Guidelines, ~~“A quorum of Board members shall be physically present at a Board meeting when a Board member attends through electronic communications.”~~ Subsection b., ~~“Participate in the entire Board meeting.”~~

Subsection c., ~~“However, if a Board member electronically joins the meeting after an item of business has been opened, the remotely located member shall not participate, nor cast any vote, until the next item of business is opened.”~~

Subsection d., “A member who is attending electronically **without video must** may be required to identify him/her self by name and be recognized by the Chairperson before speaking.” Move this sentence to subsection e.

7) Adjournment: E. Bradley adjourned this meeting at 8:37 P.M.

Next Meetings:

April 26, 2022 – Public Hearing (THIS IS A TUESDAY)

April 26, 2022 – Special Meeting (following Public Hearing if necessary)

May 5, 2022 – Special Meeting (if necessary)

Respectfully submitted by Ashleigh N. Johnson, Board Clerk

Ashleigh N. Johnson