

**BOLTON BOARD OF FINANCE  
REGULAR MEETING  
FEBRUARY 16, 2023 – 7:15 P.M.  
HYBRID MEETING VIA ZOOM WEBSITE PLATFORM &  
TOWN OF BOLTON, 222 BOLTON CENTER RD, BOLTON  
MINUTES**

**Board of Finance Members Present:** Ross Lally - Chairman, Amanda Gordon, Charles Danna Jr., Ashley Phelan, and Kristen Gourley (arrived at 7:18 PM)

**Board of Selectmen Members Present:** James Rupert – Town Administrator

**Staff Present:** Jill Collins – Chief Financial Officer

**Others:** Nick Lavigne - Community Voice Channel (CVC)

1) **Call to Order:** R. Lally called this meeting to order at 7:15 PM.

2) **Public Participation:** None.

3) **Approval of Minutes:**

a) **January 19, 2023 Regular Meeting:**

A. Phelan MOVED to approve the minutes as presented. C. Danna SECONDED.

In Board of Selectman Members Present, “...~~Interim~~ **Town Administrator Jim Rupert (arrived at 7:23 PM)**”.

In section 3a, “...~~PASSES~~ **unanimously 6:0:0 7:0:0**”.

In section 5a, “...~~PASSES~~ **unanimously 6:0:0-7:0:0**”.

In section 6a add, “**CAPA committee made the decision to plan for future costs by allocating it out to multiple years so we’re not hit by large line items at a time**”.

A. Phelan MOVED to approve the minutes as amended. A. Gordon SECONDED. By roll call vote, **PASSES 4:1:0**.

4) **Elected Official and Town Staff Reports:**

a) **Board of Education Update:**

R. Lally began by announcing K. Heckt could not make tonight’s meeting. When they spoke, she mentioned their watch item is still Special Education and they are still questioning whether or not they will be able to give back to the Town.

K. Gourley asked if any members had attended the BOE meeting, and A. Phelan responded that she did attend.

A. Phelan said the BOE is looking for a 7% increase in the proposed budget, which was a decrease in their internal discussion. Staff and programs will be jeopardized. K. Gourley asked if BOE mentioned anything about communication. A. Phelan said they discussed how important that would be, but noted that nothing has been drafted yet.

K. Gourley said that when budget season rolls around to remember when things get cut, we do get money for CHOICE and Columbia students and it could jeopardize us getting more money.

**b) Revenue Summary:**

J. Rupert announced that the Tax Collector's revenue is where we expect it to be. As for the other revenues for the Town, some have been fully collected and some are lower than expected, but they aren't large amounts. He is confident that we will still achieve the revenue needed.

J. Collins agrees revenues are on target. She explained that the Excess Cost Grant will be higher, but this money goes back towards BOE's budget, it does not go to the Town. A. Gordon asked where this money comes from and what it's for. J. Collins explained it's for Special Education students that will have excess costs that go above a certain threshold. Whatever the projected amount that is given to the State in December will give them an idea of how much is needed. In March, you give them the final amount. If it is over projected, it will come out of our Excess Cost Grant for next year. This money comes from the State.

**c) Town Update:**

J. Rupert explained that there was nothing new on the radar, explaining that we know we will have to transfer funds. For instance, in the Assessor's line item. It is something that they will have to bring to the BOS and the BOF because it's not within the Assessor's budget and an amount that requires that level of approval. For now, they hope to finish funding this mostly through the Land Use budget. He mentioned they will be keeping an eye on everything else to make sure they don't over expend anything else. J. Rupert then explained to the Board why and what is happening in the Assessor's office to cause these over expenditures.

A. Gordon asked if there were any updates about the firetruck and if we are having to pay for it this fiscal year or if it was pushed to next fiscal year. J. Rupert said the BOS

instructed J. Collins and J. Rupert to have a talk with their Financial Advisor and make more appointed conversations. They know the interest rates are going up and not down, so maybe they should get it this year. He mentioned we do have the money to pay for it this year, but if we wait we may not have the money to use on the Firetruck due to budget cuts and the interest could be higher if we wait.

J. Rupert discussed transfers with the Board. No questions from the Board about these transfers.

**d) Other:**

**5) Ongoing Business:**

**a) Discussion on Public Communication/Outreach:**

A. Phelan asked if we had things to use from last year. K. Gourley explained what we did last year, and everyone on the Board agreed that we need to do more this year to get people out to vote. The Board planned and assigned tasks to prepare for the budget season.

**b) Budget Calendar:**

R. Lally moved his Inland Wetland meeting so his conflict in schedule is no longer an issue. J. Collins said she will continue to have the budget calendar on the agenda just in case.

**6) New Business:**

**a) Distribution of State & Federal Compliance Audit:**

J. Collins explained she will be distributing the Audit papers tonight for the Board to view.

**7) Adjournment:** R. Lally adjourned this meeting at 8:15 PM.

**Next Meetings:**

**March 16, 2023 @ 7:15 PM Regular Meeting**

**March 21, 2023 @ 7:15 PM Special Meeting (THIS IS A TUESDAY)**

**March 23, 2023 @ 7:15 PM Special Meeting**

Respectfully submitted by Ashleigh N. Johnson, Board Clerk

*Ashleigh N. Johnson*

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

SEE ATTACHMENTS UNDER SEPARATE COVER.