

**TOWN OF BOLTON
FINANCE COMMITTEE
SPECIAL MEETING
8:23 P.M., TUESDAY, APRIL 30, 2024
*TOWN HALL/ZOOM***

Finance Commission Members Present at Town Hall and Via Zoom: Chair Ross Lally, Member Robert Morra, Member Amanda Gordon, Member Rhea Klein, Member Ashley Phelan, Member Robert Munroe, Member Chris Connelly (Zoom).

Staff Present Via Zoom: Town Administrator James Rupert, Board of Education Superintendent Kristen Heckt

Absent was Chief Financial Officer Jill Collins

Staff Present Via Zoom: Board Clerk Mary Johnston

Others Present Via Zoom: None

1. Call to Order

R. Lally called the meeting to order.

2. Correspondence

Email from resident Scott Michaud was received. Mr. Michaud spoke during the April 30, 2024 Public Hearing.

3a. April 3, 2024 Finance Subcommittee Special Meeting

A. Phelan MOVED to approve the April 3, 2024 Finance Subcommittee Special Meeting Minutes. A. Gordon SECONDED. MOTION CARRIED 3:0:0.

3b. April 18, 2024 Regular Meeting

R. Morra MOVED to approve the April 18, 2024 Regular Meeting Minutes. R. Munroe SECONDED. MOTION CARRIED 7:0:0.

3c. April 22, 2024 Special Meeting

A. Gordon MOVED to table the April 22, 2024 Special Meeting Minutes. A. Phelan SECONDED. MOTION CARRIED 7:0:0.

4. Ongoing Business

4a. Discussion on FY 2024/2025 Revenues & Expenditures

R. Lally stated there have been some updates to the FY 2024/2025 Revenues and Expenditures. A. Gordon reported that J. Collins sent her more revised numbers for the Committee to consider. A. Gordon displayed the revised numbers, which R. Lally pointed out there is not much difference in the total revised numbers. R. Lally asked what the total increase would be, if any, and reported it was just shy of \$100,000. A. Phelan was uncomfortable changing the numbers without having additional context from J. Collins. R. Munroe expressed concerns about adding the surplus funds this year and not having them

next year. R. Lally stated it is important to plan and put the surplus funds into next year. A. Phelan would like to hold the revised numbers as current since there is no context with J. Collins' proposed changes. R. Morra agreed. R. Klein wondered if the Committee should have FY2023's numbers for comparison. A. Phelan and R. Lally replied each person would have to do their own calculations to compare taxes. R. Klein pointed out that she wanted residents to have the correct information. R. Lally asked whether the Committee is comfortable with the revised numbers as presented. The Committee agreed. K. Heckt gave kudos to the Selectmen and Board of Education for wisely spending the Covid funds that were received.

4b. Budget calendar

R. Lally announced that the FY2024 and FY 2025 Budget shall be filed with the Town Clerk by May 10, 2024.

4c. Consider and possibly act on Assignment of Capital Reserve Project

R. Lally stated the reason for this action is to place \$400,000 in Capital without placing it in a line item.

R. Morra MOVED for a new category titled "Planning and Implementing Improvements to Town Facilities, Infrastructure and Operations". A. Gordon SECONDED. MOTION CARRIED 7:0:0.

5. New Business

5a. Discussion on Bid for Auditor

R. Lally explained the process for soliciting bids for an auditor and that only one bid was received. A. Gordon asked where the bid notice is solicited. R. Morra replied the bid notice was in the newspaper and in the Town Clerk's office. A. Gordon stated it is not good practice to use the same auditor for many years. R. Munroe pointed out the current auditor is familiar with the Town's processes. R. Lally asked if any committee members had issues with the current auditor. The Committee had no issues. K. Heckt requested that the auditor start the process earlier and not during the budget. J. Rupert agreed with K. Heckt's comments and explained that they need to request an extension because of the timing. K. Heckt stated that J. Collins or the Selectmen should convey to the auditor that the audit process should begin earlier. A. Phelan requested that the auditor give a read out after the completion of the audit.

5b. Consider and possibly act on awarding contract of Auditor

R. Munroe MOVED to approve the new contract with Town Auditor Steven Hopkins for the Town portion and the Bolton Lakes project with the condition that either the Finance Commission Chair Ross Lally or the Selectmen can have a brief conversation with Mr. Hopkins and indicate staff's desire to start the audit earlier. A. GORDON seconded. A. Phelan requested that the motion include the Auditor be available at a meeting for a read out. R. Munroe AMENDED his motion to include the request by the Board Chair for the Selectmen to have the Auditor be available for a zoom meeting at one of the next meetings

to go over the remaining issues. A. Phelan SECONDED the amended motion. MOTION CARRIED 7:0:0.

5c. Consider and possible action on revised revenues for FY2024

No action was taken as the Committee considered this item at the last meeting.

5d. Consider and possible action on Expenditures for FY2025

No action was taken as the Committee considered this item at the last meeting.

5e. Consider and possibly act on ballot question

R. Lally entertained a motion to approve the ballot question that reads as “At its April 30, 2024, Special Meeting, the Finance Committee of the Town of Bolton, Connecticut, voted the following ‘Shall the Annual Budget for the Town of Bolton, Connecticut, for the Fiscal Year 2025 as recommended by the Finance Committee in the amount of \$26,223,099 be adopted’?”

A. Gordon MOVED to approve the Ballot question as read. R. Morra SECONDED. MOTION CARRIED 7:0:0.

6. Adjournment: A. Gordon MOVED to adjourn the meeting at 9:10 p.m. R. Morra SECONDED. MOTION CARRIED 7:0:0.

Respectfully submitted by Mary J. Johnston

Mary J. Johnston

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

SEE ATTACHMENTS UNDER SEPARATE COVER.