

**TOWN OF BOLTON
FINANCE COMMITTEE
REGULAR MEETING
7:15 P.M., THURSDAY, JANUARY 16, 2025
*TOWN HALL/ZOOM***

Finance Committee Members Present at Town Hall/Zoom: Chair Ross Lally, Member Rhea Klein, Member Ashley Phelan, Member Robert Morra, Member Amanda Gordon, Member Tyler Egner. Absent was Member Chris Connelly.

Staff Present Via Town Hall/Zoom: Chief Financial Officer Jill Collins, Town Administrator Jim Rupert, Board Clerk Mary Johnston, Building and Grounds John Butrymovich, Selectman Rodney Fournier, Fire Chief Bruce Dixon, and Deputy Chief Matthew Perriera

Others Present Via Town Hall/Zoom: Jim Loersch, Rachel Harrison

1. Call to Order

R. Lally called the meeting to order at 7:15 p.m.

R. Lally stated he will be abstaining from voting due to a conflict of interest.

2. Public Participation:

Rachel Harrison introduced herself and stated she was observing tonight's meeting as a learning member of the public.

R. Morra MOVED to move Agenda Item 7a. to Agenda Item 3a. A. Gordon SECONDED. MOTION CARRIED UNANIMOUSLY 5:0:0.

R. Morra MOVED to add Transfer of Funds to New Business- Agenda Item 8b. A. Gordon SECONDED. MOTION CARRIED UNANIMOUSLY 5:0:0.

3. New Business

3a. Discussion with Fire Chief

The Committee asked Fire Chief B. Dixon to attend tonight's meeting to answer questions regarding the Auditor's Opinion. R. Fournier provided an explanation of the distribution from the Proficiency Fund. M. Perriera also provided additional information on who personnel are paid and the Finance Department's involvement. A. Phelan wondered why all transactions could not flow through the Finance Department. B. Dixon invited the Committee to visit the Fire House. After discussion, the Committee felt all their questions had been addressed.

4. Approval of Minutes

4a. December 19, 2024, Regular Meeting

R. Morra MOVED to approve the December 19, 2024, Minutes. A. Gordon SECONDED. A. Gordon stated in Section 4b. she would like to change “expressed concerns” to “asked questions”. R. Lally clarified his comments in Section 4. by adding “was the greenhouse demolition included in the grant application which the answer is no.” R. Morra amended his MOTION. A. Gordon amended her SECOND. MOTION CARRIED UNANIMOUSLY 5:0:0 for the approval of the Minutes as amended.

5. Election of Officers

R. Morra MOVED to elect R. Lally as Chair. A. Phelan SECONDED. MOTION CARRIED UNANIMOUSLY 5:0:0.

R. Morra MOVED to elect T. Egner as Vice Chair. A. Phelan SECONDED. MOTION CARRIED UNANIMOUSLY 5:0:0.

6. Elected Official and Town Staff Reports

6a. BOE Update

A. Phelan reported 39% of the budgeted has been expended as of December 31, 2024, versus 39% last year at the same time. The Board of Education is monitoring increasing energy costs. J. Rupert reported the Town is in the process of gas/diesel bidding. A. Phelan stated the Board is continuing to deal with heating issues in the school buildings. A. Phelan provided an update on the new Superintendent search.

6b. Town Update

J. Collins reported 103.15% of current tax revenues and 97.46% of Motor Vehicles Taxes has been collected year to date. J. Collins added other revenues are as expected. J. Rupert reported expenditures as of December 31, 2024, are on track. J. Rupert stated two transfers were needed for postage and Guideline Books for the Inland Wetlands Commission. J. Rupert pointed out that interest reports have declined slightly mostly due to declining rates. J. Rupert reviewed the General Fund month-end balances.

6c. Other

None.

7. Ongoing Business

7a. Communication

A. Gordon provided an update on the proposed flyer and shared a draft with the Committee. A. Gordon stated she will fill in the TBD meeting dates when the Committee sets them. A. Gordon stated an explanation of the Communication plan will be provided to the Selectmen.

7b. Tax Issue

J. Collins provided an update on the Tax Issue and shared a spreadsheet with the Committee. J. Collins stated \$620,429.61 in real estate has been refunded, \$372,830.17

has been rolled over/credit, and \$27,030 in personal. J. Collins stated these amounts are a moving target and appreciates Lori's work on this issue.

R. Lally stated he is embarrassed and stressed the importance of verifying the Grand List.

R. Lally stated he would like to see an adjustment to the process to avoid this issue in the future. J. Rupert stated the Selectmen will be addressing this issue and developing policies and procedures. R. Harrison asked if there were costs/accounting related to the issue. R. Lally replied there were no costs known.

8. New Business

8a. Budget Calendar

R. Lally asked J. Collins to add the Capital Budget meeting dates to the January 22, 2025, agenda.

8b. Transfer of Funds

A. Gordon MOVED to transfer funds in the amount of \$1,500. R. Morra SECONDED. MOTION CARRIED UNANIMOUSLY 5:0:0.

9. Adjournment

R. Morra MOVED to adjourn the meeting at 8:44 p.m. A. Phelan SECONDED the motion. MOTION CARRIED UNANIMOUSLY 5:0:0.

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.

Next Scheduled Meetings: February 20, 2025, and March 20, 2025