

**TOWN OF BOLTON  
FINANCE COMMITTEE  
REGULAR MEETING  
7:15 P. M., THURSDAY, NOVEMBER 20, 2025  
\*TOWN HALL/ZOOM**

**Finance Committee Members Present at Town Hall/Zoom:** Chair Ross Lally, Member Tyler Egner, Member Melissa Wielandt, Member Ashley Phelan, Member David Cowles, Member Rodney Fournier (7:36 p.m.). Absent was Christopher Connelly

**Staff Present Via Town Hall/Zoom:** Chief Financial Officer Jill Collins, Town Administrator Jim Rupert, Board Clerk Mary Johnston, and Board of Education Superintendent David Caruso.

**Others Present Via Town Hall/Zoom:** None.

**1. Call to Order**

R. Lally called the meeting to order at 7:16p.m.

R. Lally advised the Committee he will not vote on agenda items due to a conflict of interest.

**2. Public Participation:**

None.

**2a. Other**

A. Phelan MOVED to amend the agenda by adding the Appointment of a Committee member. D. Cowles SECONDED the motion. MOTION CARRIED UNANIMOUSLY 4:0:0.

**2b. Appointment of At Large Committee Member**

A. Phelan MOVED to appoint Tyler Egner to the Finance Committee as an at large member. M. Wielandt SECONDED the motion. MOTION CARRIED UNANIMOUSLY 4:0:0.

**3. Approval of Minutes**

**3a. October 16, Regular Meeting**

Approval of the October 16, 2025, Meeting Minutes were postponed to the December meeting.

**4. Elected Official and Town Staff Reports**

**4a. Tax Collection Summary**

J. Collins reported tax collected through October 31, 2025, is at 96.37% total for current year levy, motor vehicle, and supplemental motor vehicle. R. Lally explained that less interest has collected due to multiple referendums and collection of motor vehicle twice a year.

#### **4b. Town Update**

J. Collins reported revenues and expenditures are on track as of October 31. The Town expenditures for grants is \$338,619.61. A. Phelan requested adding a second bullet point to the Interest Report saying no interest is collected under \$5.0 million as clarification to avoid bank fees. After discussion, the Committee would like a copy of the agreement with the bank. J. Rupert reported budget meetings began this week, and capital budget requests have been sent out. J. Rupert said the capital budget must be completed by the end of January.

#### **4c. Board of Education Update**

D. Caruso reported 23% of the budget has been expended or \$3,883,016, as compared to 21% in the prior year. They are currently projecting the budget to be fully expended at \$16,800,367. D. Caruso expressed concerns for the remaining budget year with increases in the amount 14-16%. D. Caruso stated that 17% increase will be built into the FY27 budget request.

#### **4d. Other**

None.

### **5. Ongoing Business**

#### **5a. Communication**

The Committee held an extensive discussion on the communication plan for last year's budget cycle. R. Lally explained last year's plan and would appreciate input from the committee. M. Wielandt suggested using as many channels as possible and how to distribute the message. The Committee discussed the communication methods such as social media but felt some residents were being missed. D. Caruso suggested a promotional video for the Town. It was felt there were challenges finding information on the Town's website. J. Rupert said he will check on the # of hits on Facebook when budget information and Coffee & Conversation is posted. R. Lally suggested writing a summary of the December 18 Coffee and Conversation event afterwards. D. Caruso suggested using a high school student to draft the summary as community service. The Committee held more discussion on the Coffee and Conversation format as a virtual meeting. D. Caruso will talk with the principal for a student to take notes.

### **6. New Business**

#### **6a. Draft of 2026 Meeting Schedule**

R. Fournier MOVED to accept the 2026 Meeting Schedule as presented. T. Egner SECONDED the motion. MOTION CARRIED UNANIMOUSLY 5:0:0.

#### **6b. FY 2027 Audit Budget**

A. Phelan MOVED to approve the FY 2027 Audit Budget totaling \$45,000 as presented. M. Wielandt SECONDED the motion. MOTION CARRIED UNANIMOUSLY 5:0:0.

#### **6c. FY 2027 Finance Committee Budget**

The Committee reviewed the FY 2027 Finance Committee budget as presented. After discussion, the Committee made the following recommendations: \$500 for Payroll; \$1,800 for Official/Admin. Services; \$2,000 for Advertising; and \$500 for Office Operating Expenditures for a total of \$4,800. D. Cowles MOVED to approve the FY2027 Finance Committee Budget with the proposed changes. A. Phelan SECONDED the motion. MOTION CARRIED UNANIMOUSLY 5:0:0.

## **7. Adjournment**

T. Egner MOVED to adjourn the meeting at 8:41 p.m. R. Fournier 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.