

The Board of Selectmen (BOS) held a special meeting with members of the Board of Finance (BOF) and Board of Education (BOE) on November 1 2018 at the Notch Road Municipal Center with First Selectman Sandra Pierog presiding. Also in attendance were: Selectmen Robert Morra, Nicole Sullivan and Kim Miller; Board of Finance members Robert Flowers, Robert Gallé, Robert DePietro and Matt Maulucci; Board of Education members Scott Rich; Andrew Broneil, Chris Davey, Anne Decker, Susan Pike, and Alison Romkey; Finance Director Jill Collins; Superintendent Kristin Heckt; and Administrative Officer Joyce Stille.

1. Call to Order

S. Pierog called the meeting to order at 7:05 p.m.

2. Discussion on Budget and Related Items for Current Year, Next Year and Subsequent Years

A. Revenues

J. Collins discussed unaudited prior year (FY18) cash surplus of \$506,313. The current fiscal year started with a cash surplus of \$1.3 million however. For FY19, tax collections are doing well, especially for prior years taxes owed and interest. Two additional Columbia students equates to \$4,882 more in the general fund. A few state revenues increased slightly but this was considered by the Board of Finance when the mill rate was set. FY20, unknowns include the state budget, state aid, CHOICE numbers and funding and the numbers of Columbia students. J. Stille added that revaluation will also be a factor at budget time. It is challenging to explain the impact of the revaluation on the budget and mil rate. The revaluation process is on schedule to be completed this year.

B. Expenditures

K. Heckt reported that BOE expenditures are on track compared to prior years. An issue has developed with the Bolton Center School clock system that will need to be addressed. The asbestos abatement project just went out to bid. The oil tank at Bolton Center School was removed and we are waiting on the grant funds from the state. School is considering applying for a Safety Security Grant that has a match requirement. Special Education costs are ever changing.

S. Pierog shared that the Town's expenditures are also on track compared to other years' expenditures. Currently, unemployment claims which includes Town and school, are smaller than last year. The 30,000 gallon underground cistern in front of Notch Road Municipal Center/Bolton Center School drive is operational and provides a tremendous water source to protect all of our Town assets in that area.

J. Stille added that the Resident State Troopers' contract is still in negotiations at the state level. However, the benefits alone increased by approximately \$10,000 from the estimate provided by the state in January 2018 for this year's budget. Due to the updated Uniform Chart of Accounts, there will be some changes, primarily in the line item numbers, in the budget presented to the BOF. For capital projects, a purchase order has been issued for the addition and wash station onto the Town Garage (using LoCIP funding). The replacement of the generator at the Fire Department is in process as well as work on the new training area in the back corner of the property. Town Hall painting was completed. The new Fire Department crew cab is in service

and their pickup truck is being upgraded (new body, plow, etc.) for the school to use. The new plow truck is being painted and delivery is expected soon.

C. Capital Improvements:

1. Notch Road Municipal Center/Town Hall

S. Pierog shared with the members of the BOF and BOE information from the BVH Engineering firm concerning the Notch Road Municipal Center (NRMC). New space for Town Hall services that will combine all the space used in Town Hall and NRMC is desperately needed. The BOS had considered using NRMC for a new Town Hall but needed a structural analysis of the building completed first. The structural engineering report did not recommend renovating the central and north wing for Town Hall space due to the high cost compared to tear down and build new cost combined with only a 15 to 20 year life expectancy for the building. The full report is on the Town's website. Based on the report, the Selectmen will be looking at other options. Currently, the Selectmen are having additional analysis done on the structural integrity of the north wing and when it may need to be demolished. Questions were asked as to where a Town Hall would be built, what was being planned, and possible shared space. All of the Selectmen responded that it was too early in the process to discuss any specifics. Work on the next steps is just beginning. Need to decide what a Town Hall or Municipal Center should include. The current space used at NRMC is used for Finance Office, Registrar of Voters Office, three meeting rooms, food pantry storage, two rooms of storage space and rental space to a church. Losing space for the church would equal \$21,530.25 less in revenue to the Town. The south wing that includes the Senior Center will remain even when the other portions of the buildings are proposed for future demolition.

2. School Athletic Facilities

S. Rich shared concerns about the condition of the high school soccer field. Out of 16 home games this year, only five (5) could be played on the field. The field was too wet and does not drain properly. K. Heckt added concerns about the tennis courts. New cracks have appeared and the light poles need to be replaced. Both are used by the community and need to be on the radar list for work and funding. S. Pierog asked the BOE to prioritize their needs and the subcommittees of the BOE and BOS will meet to discuss further.

K. Heckt also provided an update on the Columbia school system. Their Board of Education is expected to act at their December meeting on their future high school options.

3. Natural Gas Conversion

J. Stille distributed information on the conversion to natural gas for Town buildings showing an estimated \$22,241.78 in savings.

K. Heckt provided information on the Bolton Center School conversion also showing an overall cost savings.

4. Vehicles

J. Stille discussed next year's capital includes funding for a senior van, portion of a plow truck, Buildings and Grounds pickup, Highway low-pro dump truck, Fire Department Service 134 replacement and \$50,000 for future fire truck replacement.

5. Other Capital Projects

J. Stille distributed the current Five Year Capital Plan which included beyond the vehicles discussed, funding for a paving box, future water supply work and the natural gas infrastructure. K. Heckt explained the BOE is looking at air conditioning at Bolton Center School given the ongoing warmer climate. It would possibly be done when the roof project is done in 2022.

D. Debt Service

The current debt spreadsheet was distributed and reviewed.

3. Health Insurance

J. Stille provided information about the formation of a possible small town/BOE health insurance consortium. Currently Bolton, Brooklyn, Columbia, Canterbury, Union and Thompson are participating in the RFP. It is expected that a bell shaped curve will be used to establish individual increases. With the larger pool, the experience rating will be spread over more lives. The consortium is meant to help stabilize increases of the long term. State statute requires legislative body action to form the consortium. For Bolton, the legislative body for this is the Board of Selectmen.

4. Adjournment

A motion was made by R. Morra, seconded by N. Sullivan to adjourn the meeting at 8:55 p.m. Motion unanimously passed.

Respectfully submitted,

Joyce M. Stille

Please see minutes of subsequent meetings for corrections to these minutes and any corrections hereto.