

**BOLTON BOARD OF FINANCE  
SPECIAL MEETING  
THURSDAY, JANUARY 18, 2018, 7:15 P.M.  
Bolton Town Hall**

**Minutes**

Members Present: Vice Chair Robert Flowers, Robert DePietro, Robert Galle, Matthew Maulucci, Richard Tuthill, and Emily Bradley.

Members Excused: Chairman Robert Munroe

Others Present: Administrative Officer Joyce Stille and Seamus Bailey

**1. Call to Order:** The meeting was called to order by R. Flowers at 7:18 p.m.

**2. Public Comment:** No public comment.

**3. Approval of Minutes:**

**December 14, 2017 Regular Meeting:** R. Galle MOVED to APPROVE the regular meeting minutes of December 14, 2017 as presented. R. DePietro SECONDED. MOTION CARRIED 6:0:0.

**4. Correspondence:**

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

**a. Tax Collection Summary:** J. Stille reviewed the tax collection summary provided by the Tax Collector which showed the current year levy for personal property and real estate were at 110%. She said the collection rates look very promising on all the categories. Discussion followed on refunds, returned checks and the number of persons using the online payment option.

**b. Town Budget Update:** J. Stille reported the State share of funding of \$30,000.00 for the elderly tax relief was cut, so the Town is expecting zero State funding for this program in FY 2019. The people eligible for this tax relief received that benefit in their tax bills sent out in June. However, the decision by the State to cut the funding for this program was not made until October. J. Stille said, although the State share is gone, she is confident the \$30,000.00 Town share of the tax break will be funded in next year's budget. Members expressed concern that recipients of this tax relief will view this as a tax increase because the funding for the program has been cut in half. J. Stille said the affected residents are aware of the change in the program, but she will discuss the program funding with the Tax Collector and Assessor. R. Galle recommended continuing this as a talking point during budget discussion.

J. Stille explained when the elderly tax deferral ordinance takes effect shortly, qualifying residents will be grandfathered into the mil rate at the current threshold and will continue to pay taxes each year at that mil rate no matter what happens to the mil rate (i.e. increases). As this is a deferral program, the tax liability for the difference in taxes owed between the grandfathered rate and the actual mil rate remains and becomes a lien placed on the property.

Discussion followed on the possibility of a State deficit mitigation plan this year and current year revenues.

J. Stille reviewed the Town expenditures through 12/31/17. She explained that, although the Town's share of the Trooper's salary currently remains at 85%, the Police benefit package went up over 8%. She said some other budgetary concerns are that the Town had to replace a transmission in one of the Fire Department's service trucks. A budget transfer of \$4,500 from the Tax Collector Other Payroll line item to the Fringe Benefits Unemployment line item was shared. The audit is expected to be completed by January 31<sup>st</sup>, but the Town may have to ask for another extension.

J. Stille reported that the 2017 Grand List shows an increase of .68%.

**c. Board of Education Update:** There was no representation from the Board of Education present to address any questions on the budget status reports from November and December 2017. R. Flowers will contact the Superintendent to request representation at a future BOF meeting.

#### **6. Ongoing Business**

**a. FY18 Budget Status:** R. Flowers said there was discussion at the last BOF meeting to try to align the political/economic reality of the State to what the Town is walking into with its own budget process coming up. At that meeting, the board asked questions as to "what ifs" based on projected funding going into next year and what the Town is doing now to prepare for that. He asked that the discussion be continued to the February meeting.

In response, J. Stille said the Town is just starting the budgets and budget discussions and information given a month before the budgets are finalized might not be as helpful as information provided in the final budgets presented to the BOF in March. R. Flowers said the request was made so that the BOF could have some expectations walking into the budget process.

**b. Status Report on High School Building Project:** J. Stille reported that the State audit is ongoing with the auditors requesting information from Gilbane. The audit report is expected to be ready by May or June.

**c. Shared Services:** E. Bradley reported that she and R. Munroe met with Board of Education Chair Liz Krueger and Superintendent of Schools Kristin Heckt, to talk through and get their perspectives on shared services on the accounts payable and building maintenance sides. Future committee discussions with the BOE and BOS are planned.

J. Stille explained revenues coming in from Columbia students go toward a school capital fund just for the high school and are for things including debt service. Discussion followed. The board was concerned with how any possible loss of revenue-paying Columbia students could affect the future of the high school.

#### **7. New Business**

**a. Adoption of Proposed FY2019 Budget Calendar:**

E. Bradley MOVED to adopt the budget calendar with the following changes:

- The March 15, 2018 meeting will be a discussion of revenues
- The March 22, 2018 meeting will be the presentation from the Board of Education and
- The March 28, 2018 will be the presentation from the Board of Selectmen

and will confirm with the BOE and the BOS that those dates are acceptable and, if need be, switch the dates for the two boards. R. Tuthill SECONDED. MOTION CARRIED 6:0:0.

**8. Adjournment:** R. DePietro MOVED to ADJOURN the regular meeting at 9:04 p.m. E. Bradley SECONDED. MOTION CARRIED 6:0:0.

Respectfully submitted by,

Linda H. McDonald, Recording Secretary

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

# Town of Bolton - FY2018 Revenue Statement - JANUARY 31, 2018

	Original Budget	Revised Budget	Actual to Date	Balance Due To Revised Budget	% COLLECTION TO REVISED BUDGET
<b>General Fund Revenue</b>					
<b>Property Taxes</b>					
Current Property Tax	\$15,129,904.00	\$15,129,904.00	\$15,158,412.51	\$28,508.51	100.19%
Motor Vehicle Tax	\$1,262,803.00	\$1,538,971.00	\$1,368,243.54	(\$170,727.46)	88.91%
Supplemental MV Levy	\$125,000.00	\$205,980.00	\$159,120.06	(\$46,859.94)	77.25%
Prior Year Taxes	\$85,000.00	\$85,000.00	\$106,749.06	\$21,749.06	125.59%
Interest & Fees	\$60,000.00	\$60,000.00	\$59,504.72	(\$495.28)	99.17%
<b>Total Taxes</b>	<b>\$16,662,707.00</b>	<b>\$17,019,855.00</b>	<b>\$16,852,029.89</b>	<b>(\$167,825.11)</b>	<b>99.01%</b>
<b>State of Connecticut Education Grants</b>					
ECS	\$2,975,230.00	\$2,558,030.00	\$1,297,822.00	(\$1,260,208.00)	50.74%
Adult Education	\$3,679.00	\$3,848.00	\$2,572.00	(\$1,276.00)	66.84%
<b>Total State of CT Ed Grants</b>	<b>\$2,978,909.00</b>	<b>\$2,561,878.00</b>	<b>\$1,300,394.00</b>	<b>(\$1,261,484.00)</b>	<b>50.76%</b>
<b>Other Grants</b>					
Pilot: State Property	\$15,913.00	\$15,913.00	\$14,565.00	(\$1,348.00)	91.53%
Elderly Tax Relief	\$30,113.00	\$0.00	\$0.00	\$0.00	-100.00%
Disabled	\$618.00	\$723.31	\$723.31	\$0.00	100.00%
Veterans Grant	\$6,494.00	\$6,470.03	\$6,470.03	\$0.00	100.00%
Pequot	\$16,362.00	\$16,279.00	\$5,426.33	(\$10,852.67)	33.33%
Misc. State Grants	\$3,000.00	\$3,000.00	\$0.00	(\$3,000.00)	0.00%
DOT Transportation Grant	\$11,494.00	\$11,494.00	\$7,662.67	(\$3,831.33)	66.67%
Municipal Projects	\$24,859.00	\$24,859.00	\$0.00	(\$24,859.00)	0.00%
Municipal Sharing -Sales Tax	\$106,449.00	\$0.00	\$0.00	\$0.00	-100.00%
Municipal Sharing -MV	\$144,994.00	\$0.00	\$0.00	\$0.00	-100.00%
Municipal Stabilization	\$0.00	\$17,195.00	\$17,195.00	\$0.00	100.00%
Law Enforcement	\$2,000.00	\$2,000.00	\$440.00	(\$1,560.00)	22.00%
<b>Total Other Grants</b>	<b>\$362,296.00</b>	<b>\$97,933.34</b>	<b>\$52,482.34</b>	<b>(\$45,451.00)</b>	<b>53.59%</b>
<b>Other Town Revenue</b>					
Tuition	\$299,216.00	\$299,216.00	\$134,386.51	(\$164,829.49)	44.91%
Town Clerk	\$75,000.00	\$75,000.00	\$51,290.56	(\$23,709.44)	68.39%
Selectmen Fees	\$11,000.00	\$11,000.00	\$6,247.10	(\$4,752.90)	56.79%
Building Official Fees	\$45,000.00	\$45,000.00	\$37,992.41	(\$7,007.59)	84.43%
Library	\$2,000.00	\$2,000.00	\$1,318.56	(\$681.44)	65.93%
NCAAA	\$3,500.00	\$3,500.00	\$1,931.00	(\$1,569.00)	55.17%
Misc. Revenue	\$90,000.00	\$90,000.00	\$35,382.59	(\$54,617.41)	39.31%
Telephone	\$9,530.00	\$9,530.00	\$0.00	(\$9,530.00)	0.00%
Interest	\$40,000.00	\$40,000.00	\$73,837.07	\$33,837.07	184.59%
Rental	\$50,869.00	\$50,869.00	\$37,610.83	(\$13,258.17)	73.94%
Senior Donations	\$2,000.00	\$2,000.00	\$1,021.00	(\$979.00)	51.05%
<b>Total Other Town Revenue</b>	<b>\$628,115.00</b>	<b>\$628,115.00</b>	<b>\$381,017.63</b>	<b>(\$247,097.37)</b>	<b>60.66%</b>
<b>TOTAL GENERAL FUND REVENUE</b>	<b>\$20,632,027.00</b>	<b>\$20,307,781.34</b>	<b>\$18,585,923.86</b>	<b>(\$1,721,857.48)</b>	<b>91.52%</b>

	Original Budget	Revised Budget	Actual to Date	Balance Due To Revised Budget	% COLLECTION TO REVISED BUDGET
<b>BOARD OF EDUCATION GRANTS</b>					
Excess Cost Grant	\$199,755.00	\$162,073.00	\$0.00	(\$162,073.00)	0.00%
Federal Grants	\$202,950.00	\$202,950.00	\$98,857.00	(\$104,093.00)	48.71%
SHEFF	\$51,000.00	\$51,000.00	\$0.00	(\$51,000.00)	0.00%
CHOICE Grant	\$486,000.00	\$486,000.00	\$127,541.00	(\$358,459.00)	26.24%
EastConn mentor	\$2,500.00	\$2,500.00	\$0.00	(\$2,500.00)	0.00%
ERASE	\$2,285.00	\$2,285.00	\$2,875.50	\$590.50	125.84%
<b>Total Board of Education Grants</b>	<b>\$944,490.00</b>	<b>\$906,808.00</b>	<b>\$229,273.50</b>	<b>(\$677,534.50)</b>	<b>25.28%</b>
<b>ADDITIONAL TOWN GRANTS</b>					
Town Aid Roads	\$200,235.00	\$100,113.79	\$100,113.79	\$0.00	100.00%
<b>Total Additional Town Grants</b>	<b>\$200,235.00</b>	<b>\$100,113.79</b>	<b>\$100,113.79</b>	<b>\$0.00</b>	<b>100.00%</b>
<b>TOTAL BOARD OF EDUCATION AND OTHER TOWN GRANTS</b>	<b>\$1,144,725.00</b>	<b>\$1,006,921.79</b>	<b>\$329,387.29</b>	<b>(\$677,534.50)</b>	<b>32.71%</b>

**TAX COLLECTOR**  
**1-31-18**

ESTIMATES FOR FISCAL YEAR 2018	ADOPTED	REVISED	COLLECTIONS YTD	REFUNDS	RETURNED CHECKS	Transfers	NET COLLECTION		% COLLECTION FY 18 BUDGET
							1-31-18		
CURRENT YR-LEVY**	\$ 15,129,904.00	\$ 15,129,904.00	\$ 15,187,117.21	\$ (13,441.32)	\$ (19,454.23)	\$ 4,190.85	\$ 15,158,412.51		100.19%
MOTOR VEHICLE	\$ 1,262,803.00	\$ 1,538,971.00	\$ 1,376,525.95	\$ (5,533.66)	\$ (416.52)	\$ (2,332.23)	\$ 1,368,243.54		88.91%
SUPP.MV LEVY	\$ 125,000.00	\$ 205,980.00	\$ 156,005.91	\$ -	\$ -	\$ 3,114.15	\$ 159,120.06		75.74%
<b>SUB TOTAL</b>	<b>\$ 16,517,707.00</b>	<b>\$ 16,874,855.00</b>	<b>\$ 16,719,649.07</b>	<b>\$ (18,974.98)</b>	<b>\$ (19,870.75)</b>	<b>\$ 4,972.77</b>	<b>\$ 16,685,776.11</b>		<b>98.88%</b>
PRIOR YEARS	\$ 85,000.00	\$ 85,000.00	\$ 117,757.12	\$ (5,341.14)	\$ (1,000.00)	\$ (4,666.92)	\$ 106,749.06		125.59%
INTEREST & FEES	\$ 60,000.00	\$ 60,000.00	\$ 59,893.32	\$ -	\$ (82.75)	\$ (305.85)	\$ 59,504.72		99.17%
<b>TOTAL</b>	<b>\$ 16,662,707.00</b>	<b>\$ 17,019,855.00</b>	<b>\$ 16,897,299.51</b>	<b>\$ (24,316.12)</b>	<b>\$ (20,953.50)</b>	<b>\$ -</b>	<b>\$ 16,852,029.89</b>		<b>99.01%</b>

\*Unlike previous years, this year's current year tax collection does not include Motor Vehicles

PREVIOUS YEAR CURRENT YR LEVY COLLECTED					
7-31-2016	8-31-2016	9-30-2016	10-31-2016	11-30-2016	12-31-2016
89.63%	99.35%	100.11%	100.48%	100.72%	100.90%
7-31-2017	8-31-2017	9-30-2017	10-31-2017	11-30-2017	12-31-2017
87.21%	98.97%	99.31%	99.79%	99.94%	100.10%
1-31-2017	2-29-2017	3-31-2016	4-30-2016	5-31-2016	6-30-2016
101.09%	100.21%	100.44%	100.59%	100.65%	100.10%
1-31-2018	2-28-2018	3-31-2018	4-30-2018	5-31-2018	6-30-2018
100.19%					

FY2018 January 31, 2018										
DEPARTMENT: Administration - 4107	Adopted Budget	Budget	Expense YTD	Balance	Encumbrance	Unexpended	% Expensed	FY17	FY16	FY15
DEPARTMENT: Prof and Tech Svcs - 4115	\$282,713.00	\$282,713.00	\$158,089.70	\$124,623.30	\$655.00	\$124,068.30	56.12%	54.52%	58.29%	57.97%
DEPARTMENT: Financial Administration - 4117	\$278,450.00	\$278,450.00	\$70,274.09	\$208,175.91	\$18,394.69	\$189,781.22	31.84%	28.98%	34.40%	33.26%
DEPARTMENT: Auditing - 4125	\$220,712.00	\$220,712.00	\$114,453.59	\$106,258.41	\$0.00	\$106,258.41	51.86%	51.11%	52.41%	60.12%
DEPARTMENT: Assessor - 4131	\$23,000.00	\$23,000.00	\$0.00	\$23,000.00	\$0.00	\$23,000.00	0.00%	21.74%	16.67%	0.00%
DEPARTMENT: Tax Collector - 4135	\$77,026.00	\$77,026.00	\$40,113.60	\$36,912.40	\$0.00	\$36,912.40	52.08%	51.30%	51.44%	54.37%
DEPARTMENT: Data Processing - 4143	\$96,184.00	\$91,684.00	\$45,424.27	\$46,259.73	\$1,019.24	\$45,240.49	50.66%	52.05%	57.77%	59.20%
DEPARTMENT: Town Clerk - 4147	\$109,851.00	\$109,851.00	\$58,145.00	\$51,706.00	\$380.00	\$51,326.00	53.28%	47.08%	53.96%	34.96%
DEPARTMENT: Property Insurance - 4157	\$113,472.00	\$113,472.00	\$61,932.96	\$51,539.04	\$2,950.00	\$48,589.04	53.77%	57.18%	57.65%	56.86%
DEPARTMENT: Probate - 4161	\$131,088.00	\$131,088.00	\$81,517.81	\$49,570.19	\$0.00	\$49,570.19	62.19%	65.87%	60.73%	61.74%
DEPARTMENT: Elections - 4197	\$5,280.00	\$5,280.00	\$0.00	\$5,280.00	\$0.00	\$5,280.00	0.00%	98.95%	94.60%	0.00%
DEPARTMENT: Board of Finance - 4199	\$39,107.00	\$39,107.00	\$12,950.41	\$26,156.59	\$0.00	\$26,156.59	33.12%	35.55%	30.26%	49.09%
DEPARTMENT: Public Building Commission - 4399	\$2,200.00	\$2,200.00	\$510.00	\$1,690.00	\$0.00	\$1,690.00	14.09%	20.45%	14.55%	15.11%
DEPARTMENT: Parks/Town Building Ops - 4505	\$540.00	\$540.00	\$0.00	\$540.00	\$0.00	\$540.00	0.00%	12.04%	0.00%	0.00%
DEPARTMENT: Police - 4201	\$677,637.00	\$677,637.00	\$308,203.20	\$369,433.80	\$3,546.39	\$365,887.41	46.01%	44.16%	41.68%	48.02%
DEPARTMENT: Fire - 4203	\$365,293.00	\$365,293.00	\$121,821.82	\$384,081.18	\$0.00	\$384,081.18	0.33%	0.30%	0.76%	1.15%
DEPARTMENT: Animal Control - 4215	\$179,032.00	\$179,032.00	\$62,304.36	\$116,727.64	\$45,496.10	\$71,231.54	60.21%	59.60%	56.91%	55.62%
DEPARTMENT: Fire Marshal - 4219	\$3,500.00	\$3,500.00	\$3,000.00	\$500.00	\$0.00	\$500.00	85.71%	80.00%	0.00%	0.00%
DEPARTMENT: Highways and Streets - 4303	\$14,724.00	\$14,724.00	\$5,346.73	\$9,377.27	\$0.00	\$9,377.27	36.31%	56.17%	52.41%	57.75%
DEPARTMENT: Public Health Admin - 4401	\$991,064.00	\$991,064.00	\$496,221.44	\$494,842.56	\$82,459.27	\$412,383.29	58.39%	62.37%	63.37%	55.80%
DEPARTMENT: Seniors / Social Services - 4427	\$33,240.00	\$33,240.00	\$13,842.18	\$19,397.82	\$0.00	\$19,397.82	41.84%	59.26%	58.28%	58.56%
DEPARTMENT: Conservation - 1801	\$160,977.00	\$160,977.00	\$78,597.53	\$82,379.47	\$4,946.08	\$77,433.39	51.90%	46.48%	59.45%	43.10%
DEPARTMENT: Recreation - 4503	\$1,575.00	\$1,575.00	\$845.00	\$730.00	\$0.00	\$730.00	53.65%	45.13%	49.21%	50.46%
DEPARTMENT: Library - 4501	\$33,185.00	\$33,185.00	\$0.00	\$33,185.00	\$0.00	\$33,185.00	0.00%	0.00%	0.00%	0.00%
DEPARTMENT: Land Use - 4151	\$285,561.00	\$285,561.00	\$162,924.18	\$122,636.82	\$15,708.84	\$106,927.98	62.55%	63.09%	63.59%	65.97%
DEPARTMENT: Planning & Zoning - 4153	\$270,408.00	\$270,408.00	\$132,867.16	\$137,540.84	\$5,625.00	\$131,915.84	51.22%	53.55%	52.13%	47.77%
DEPARTMENT: Inlands/Wetlands - 4163	\$6,580.00	\$6,580.00	\$1,063.37	\$5,516.63	\$0.00	\$5,516.63	16.16%	15.78%	21.02%	17.48%
DEPARTMENT: Open Space - 4601	\$1,440.00	\$1,440.00	\$384.91	\$1,055.09	\$0.00	\$1,055.09	26.73%	4.51%	4.51%	0.00%
DEPARTMENT: Economic Development - 4603	\$2,235.00	\$2,235.00	\$736.16	\$1,498.84	\$0.00	\$1,498.84	32.94%	22.75%	18.19%	35.99%
DEPARTMENT: Fringe Benefits - 5100	\$823,929.00	\$823,929.00	\$487,843.90	\$348,585.10	\$0.00	\$348,585.10	17.50%	32.00%	11.75%	18.75%
DEPARTMENT: Waste Collection - 4317	\$486,714.00	\$478,714.00	\$253,543.05	\$225,170.95	\$0.00	\$225,170.95	58.32%	53.33%	52.96%	57.05%
Totals	\$5,719,362.00	\$5,719,362.00	\$2,652,496.42	\$3,066,865.58	\$181,075.61	\$2,885,789.97	49.54%	49.67%	50.49%	50.14%

**Report Commentary**  
**FY2017**

As of January 31, 2017 we have expended 48% or \$6,564,753. We are currently projecting total annual expenditure of \$13,712,676, which will result in a potential over expenditure in special education of \$83,967 which reflects no change from the prior month.

Special Education: We are projecting a shortfall of \$84K as a result of an unanticipated outplacement and offset by savings in Extended School Year. This shortfall may increase in the coming months due to possible unanticipated special education outplacement. Please be reminded that if a new student moves to district and is outplaced in their previous district we are now responsible for that cost. This amount is still subject to change as listed below in numbers 1 & 2.

In the current month there are no transfers over \$10,000.

**Factors That May Impact the Budget**

1. Future possible/probable increased expenditures in special education due to educational programming changes required by students' Individual Educational Plans, including the possibility of future outplacements.
2. The special education Excess Cost Grant reimburses the board a percentage of the special education student's cost that exceeds 4.5X the prior years per pupil cost (threshold). The preliminary threshold amount is released in November and is typically based on the prior year's unaudited expenditures which is currently \$78,716 per student. This threshold represents the cost that the board must pay per special education student. Each student's cost (i.e. tuition + transportation + pupil and special education services) that exceeds the threshold then qualifies for the Excess Cost reimbursement. This grant is not fully funded by the state therefore only a percentage of that excess amount over the threshold is reimbursed (i.e. capped reimbursement). Final threshold amounts won't be known until sometime in February/March when audited amounts typically become available and are used to calculate the final payment in May.

The preliminary reimbursement percentage by the state was released in February (at 77%) and subject to change in late May (state estimates 73%-75%). This percentage is based on the costs that are entered into Special Education Data Application and Collection Grants (SEDAC-G) reports filed by all the districts to the state in December and March of every year.

3. Significant increase/decrease in the cost and usage of energy, tuition and transportation rates, and other professional services.
4. Contractual payouts for benefits on retirements or resignation of unused earned time.
5. Long term substitute coverage for maternities and sickness.



**BOARD OF EDUCATION BUDGET  
MONTHLY BUDGET STATUS AND EXPENDITURE PROJECTION TO YEAR END**

	Function / Program	Unaudited Expenditures 2015-2016	Approved Budget 2016-2017	Revised Budget 2016-2017	YTD Expended 01/31/17	YTD % Exp.	Projected Expenditures 2016-2017
<b>REGULAR INSTRUCTION</b>							
Art	1000 / 105	3,683	8,704	8,704	4,624	53%	8,704
Language Arts	1000 / 110	3,602	3,928	3,928	3,002	76%	3,928
World Language	1000 / 120	1,935	1,332	1,332	919	69%	1,332
Health Education	1000 / 130	1,325	1,494	1,494	1,216	81%	1,494
Reading	1000 / 150	3,772	9,301	9,301	7,770	84%	9,301
Mathematics	1000 / 160	1,320	10,026	10,026	9,323	93%	10,026
Science	1000 / 170	5,075	11,640	11,640	2,650	23%	11,640
Physical Education	1000 / 180	2,736	3,692	3,692	2,987	81%	3,692
Social Studies	1000 / 190	1,755	3,111	3,111	2,525	81%	3,111
Vocational Education	1000 / 300	0	0	0	0	0%	0
Business Education	1000 / 310	236	675	675	297	44%	675
Family & Consumer Science	1000 / 320	7,381	8,750	8,750	2,046	23%	8,750
Music	1000 / 350	3,415	11,972	11,972	5,224	44%	11,972
Technology Education	1000 / 360	9,873	9,410	9,410	3,420	36%	9,410
Computer Instruction	1000 / 365	10,864	14,862	14,862	3,623	24%	14,862
Continuing Education	1000 / 600	13,840	13,842	13,842	13,840	100%	13,842
Library Media Center	2220 / 440	23,334	26,436	26,436	18,482	70%	26,436
Athletics	3200 / 910	55,419	42,400	42,400	30,951	73%	42,400
<b>Subtotal</b>		<b>149,565</b>	<b>181,575</b>	<b>181,575</b>	<b>112,899</b>	<b>62%</b>	<b>181,575</b>
Special Education	1000 / 200	495,826	578,371	574,621	280,176	49%	686,021
ESY Special Education	1000 / 210	65,728	81,172	81,172	63,694	78%	64,418
Tutorial & Homebound Instruction	1000 / Var	432	3,800	3,800	597	16%	3,800
Social Work	2110 / 000	726	1,336	1,336	200	15%	1,336
Guidance	2120 / 430	2,365	3,085	3,085	2,640	86%	3,085
Nursing and Medical	2130 / 000	5,849	11,837	11,837	5,631	48%	11,837
Psychological Services	2140 / 200	3,739	4,199	6,449	2,122	33%	4,199
Speech, Hearing and Language	2150 / 200	366	546	2,046	0	0%	546
Transportation - SY SPED	2700 / 200	132,617	147,228	147,228	54,002	37%	208,785
Transportation -ESY SPED	2700 / 210	27,656	32,024	32,024	24,686	77%	24,686
Subtotal		735,304	863,598	863,598	433,748	50%	1,008,713
Excess Costs Grant		(120,268)	(105,171)	(105,171)	0	0%	(166,319)
<b>Subtotal - Net of Excess Costs</b>		<b>615,036</b>	<b>758,427</b>	<b>758,427</b>	<b>433,748</b>	<b>57%</b>	<b>842,394</b>
<b>Grant</b>							

**BOARD OF EDUCATION BUDGET  
MONTHLY BUDGET STATUS AND EXPENDITURE PROJECTION TO YEAR END**

Function / Program	Unaudited Expenditures 2015-2016	Approved Budget 2016-2017	Revised Budget 2016-2017	YTD Expended 01/31/17	YTD % Exp.	Projected Expenditures 2016-2017
<b>ADMINISTRATION &amp; BUSINESS SUPPORT SERVICES</b>						
	77.63%					
Program Improvement & Evaluation	18,781	23,610	23,610	8,724	37%	23,610
Central Administration	76,973	87,615	87,615	40,940	47%	87,615
School Insurance	144,076	151,781	151,781	106,693	70%	151,781
Building Administration	56,891	73,719	73,719	33,566	46%	73,719
Fiscal	86,124	95,452	95,452	27,777	29%	95,452
<b>Subtotal</b>	<b>382,845</b>	<b>432,177</b>	<b>432,177</b>	<b>217,700</b>	<b>50%</b>	<b>432,177</b>
<b>SALARIES/WAGES &amp; EMPLOYEE BENEFITS</b>						
Salaries and Wages	8,513,815	8,782,142	8,782,142	4,118,487	47%	8,782,142
Personnel Benefits	2,300,973	2,356,765	2,356,765	1,187,875	50%	2,356,765
<b>Subtotal</b>	<b>10,814,788</b>	<b>11,138,907</b>	<b>11,138,907</b>	<b>5,306,362</b>	<b>48%</b>	<b>11,138,907</b>
<b>OPERATIONS, TRANSPORTATION, AND TECHNOLOGY</b>						
Systems Management	254,477	164,852	164,852	66,702	40%	164,852
Operations & Maintenance	373,410	454,927	454,927	184,401	41%	454,927
Transportation	468,231	497,844	497,844	242,941	49%	497,844
<b>Subtotal</b>	<b>1,096,118</b>	<b>1,117,623</b>	<b>1,117,623</b>	<b>494,044</b>	<b>44%</b>	<b>1,117,623</b>
<b>SUMMARY OF ALL PROGRAMS</b>						
<b>SALARIES/BENEFITS</b>	10,814,788	11,138,907	11,138,907	5,306,362	48%	11,138,907
<b>REGULAR INSTRUCTION</b>	149,565	181,575	181,575	112,899	62%	181,575
<b>STUDENT SUPPORT SERVICES</b>	615,036	758,427	758,427	433,748	57%	842,394
<b>ADMINISTRATION/BUSINESS OPERATIONS &amp; SERVICES</b>	382,845	432,177	432,177	217,700	50%	432,177
<b>TOTAL EDUCATION BUDGET</b>	<b>13,058,352</b>	<b>13,628,709</b>	<b>13,628,709</b>	<b>6,564,753</b>	<b>48%</b>	<b>13,712,676</b>
	<b>97%</b>					

**TICKMARK NOTES:**

Var= There are various/multiple programs associated with the function.

\*Projected budget balance: Positive amounts will reflect a budget under expenditures and (negative) amounts reflects a budget over expenditures.

^Projected budget % remaining: A positive % indicates that there are funds remaining in the budget. Negative % indicates that the budget is projected to be overexpended by year end.

<p style="text-align: center;"><b>Report Commentary</b> <b>FY2018</b></p>
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As of January 31, 2018 we have expended 49% of the budget or \$6,747,930 and comparatively in 2017 we expended 48%. We are currently projecting fiscal year expenditures of \$13,958,000.

Attached is the January 31, 2017 budget status report.

There are no interdepartmental transfers over \$10,000.

**Factors That May Impact the Budget**

1. Future possible/probable increased expenditures in special education due to educational programming changes required by students' Individual Educational Plans, including the possibility of future outplacements.
2. The Excess Cost Reimbursement threshold is released in November. The preliminary percentage to be reimbursed by the state is released late February and may still be revised in late May. These percentages are based on the special education excess cost report by all districts to the state in December and March of every year.
3. Significant increase/decrease in the cost and usage of energy, tuition and transportation rates, and other professional services.
4. Contractual payouts for benefits on retirements or resignation of unused earned time.
5. Long term substitute coverage for maternities and sickness.

**BOARD OF EDUCATION**

**MONTHLY BUDGET STATUS AND EXPENDITURE PROJECTION TO YEAR END**

**BUDGET STATUS: January**

	Function /Program	Unaudited Expenditures 2016-2017	Approved Budget 2017-2018	Revised Budget 2017-2018	YTD Expended 01/31/18	YTD % Exp.	Projected Expenditures 2017-2018
<b>REGULAR INSTRUCTION</b>							
Art	1000 / 105	8,392	8,729	8,729	7,548	86%	8,729
Language Arts	1000 / 110	3,713	4,447	4,447	3,208	72%	4,447
World Language	1000 / 120	1,086	1,811	1,811	439	24%	1,811
Health Education	1000 / 130	1,406	1,217	1,217	626	51%	1,217
Reading	1000 / 150	9,261	11,233	11,233	3,308	29%	11,233
Mathematics	1000 / 160	9,323	10,761	10,806	9,006	83%	10,806
Science	1000 / 170	8,773	7,635	7,635	897	12%	7,635
Physical Education	1000 / 180	3,502	4,782	5,540	2,290	41%	5,540
Social Studies	1000 / 190	2,748	1,403	1,403	1,070	76%	1,403
Vocational Education	1000 / 300	0	0	0	0	0%	0
Business Education	1000 / 310	297	1,945	1,945	80	4%	1,945
Family & Consumer Science	1000 / 320	8,029	9,000	9,000	2,093	23%	9,000
Music	1000 / 350	11,470	11,472	11,472	4,692	41%	11,472
Technology Education	1000 / 360	7,719	16,090	16,090	6,557	41%	16,090
Computer Instruction	1000 / 365	14,644	15,409	15,409	9,674	63%	15,409
Continuing Education	1000 / 600	13,842	13,842	13,842	13,840	100%	13,842
Library Media Center	2220 / 440	25,787	26,648	26,648	19,580	73%	26,648
Athletics	3200 / 910	54,022	45,500	45,500	38,574	85%	45,500
<b>Subtotal</b>		<b>184,013</b>	<b>191,924</b>	<b>192,727</b>	<b>123,442</b>	<b>64%</b>	<b>192,727</b>
<b>STUDENT SUPPORT SERVICES</b>							
Special Education	1000 / 200	621,549	612,825	611,667	286,559	47%	647,187
ESY Special Education	1000 / 210	68,194	85,521	88,639	80,723	91%	92,709
Tutorial & Homebound Instruction	1000 / Var	697	3,800	3,800	0	0%	3,800
Social Work	2110 / 000	200	902	902	0	0%	902
Guidance	2120 / 430	2,790	3,460	3,460	2,855	83%	3,460
Nursing and Medical	2130 / 000	10,677	6,344	6,344	5,077	80%	6,344
Psychological Services	2140 / 200	5,430	4,018	4,018	1,162	29%	4,018
Speech, Hearing and Language	2150 / 200	1,240	1,039	1,039	0	0%	1,039
Transportation - SY SPED	2700 / 200	178,765	181,128	181,128	55,948	31%	204,168
Transportation -ESY SPED	2700 / 210	24,686	45,494	45,494	31,376	69%	48,134
Subtotal		914,228	944,531	946,491	463,700	49%	1,011,761
Excess Costs Grant		(187,740)	(199,755)	(199,755)	0	0%	(182,153)
<b>Subtotal - Net of Excess Costs Grant</b>		<b>726,488</b>	<b>744,776</b>	<b>746,736</b>	<b>463,700</b>	<b>62%</b>	<b>829,608</b>
<b>ADMINISTRATION &amp; BUSINESS SUPPORT SERVICES</b>							
Program Impr. & Evaluation	2210 / 100	31,601	28,537	30,037	13,093	44%	30,037
Central Administration	2320 / 000	77,495	104,060	104,060	49,059	47%	104,060
School Insurance	2330 / Var	147,987	160,414	160,414	107,168	67%	160,414
Building Administration	2410 / Var	62,683	72,113	71,310	23,177	33%	71,310
Fiscal	2510 / 000	81,656	91,702	91,702	29,877	33%	91,702
<b>Subtotal</b>		<b>401,422</b>	<b>456,826</b>	<b>457,523</b>	<b>222,374</b>	<b>49%</b>	<b>457,523</b>

**BOARD OF EDUCATION  
MONTHLY BUDGET STATUS AND EXPENDITURE PROJECTION TO YEAR END**

**BUDGET STATUS:** January

Function / Program	Unaudited Expenditures 2016-2017	Approved Budget 2017-2018	Revised Budget 2017-2018	YTD Expended 01/31/18	YTD % Exp.	Projected Expenditures 2017-2018
<b>SALARIES/WAGES &amp; EMPLOYEE BENEFITS</b>						
Salaries and Wages	8,821,677	9,055,861	9,054,361	4,183,524	46%	9,054,361
Personnel Benefits	2,117,572	2,322,490	2,322,490	1,247,832	54%	2,322,490
<b>Subtotal</b>	<b>10,939,249</b>	<b>11,378,351</b>	<b>11,376,851</b>	<b>5,431,356</b>	<b>48%</b>	<b>11,376,851</b>
<b>OPERATIONS, TRANSPORTATION, AND TECHNOLOGY</b>						
Systems Management	161,418	156,498	154,538	100,840	65%	154,538
Operations & Maintenance	449,340	430,441	430,441	163,017	38%	430,441
Transportation	493,609	516,312	516,312	243,201	47%	516,312
<b>Subtotal</b>	<b>1,104,367</b>	<b>1,103,251</b>	<b>1,101,291</b>	<b>507,058</b>	<b>46%</b>	<b>1,101,291</b>
<b>SUMMARY OF ALL PROGRAMS</b>						
<b>REGULAR INSTRUCTION</b>	184,013	191,924	192,727	123,442	64%	192,727
<b>STUDENT SUPPORT SERVICES</b>	726,488	744,776	746,736	463,700	62%	829,608
<b>ADMINISTRATION/BUSINESS</b>	401,422	456,826	457,523	222,374	49%	457,523
<b>SALARIES/BENEFITS</b>	10,939,249	11,378,351	11,376,851	5,431,356	48%	11,376,851
<b>OPERATIONS &amp; SERVICES</b>	1,104,367	1,103,251	1,101,291	507,058	46%	1,101,291
<b>TOTAL EDUCATION BUDGET</b>	<b>13,355,539</b>	<b>13,875,128</b>	<b>13,875,128</b>	<b>6,747,930</b>	<b>49%</b>	<b>13,958,000</b>

**TICKMARK NOTES:**

Var=There are various/multiple programs associated with the function.

**Town of Bolton, Connecticut  
Board of Finance  
Approved Calendar  
FY 19 Budget Review**

- 3/15/18**      **Board of Selectmen Budget Due to Board of Finance**
- 3/15/18**      **Board of Education Budget Due to Board of Finance**
- 3/15/18**      Board of Finance Regular Meeting – FY18 & FY19 Revenue review  
Town Hall                      7:15 PM
- 3/22/18**      Board of Finance Special Meeting - with Board of Selectmen re: FY 19 General  
Government, Capital & Debt Budgets  
Town Hall                      7:15 PM
- 3/28/18**      Board of Finance Special Meeting – with Board of Education re: FY19 Budget  
Town Hall                      7:15 PM (THIS IS A WEDNESDAY)
- 4/05/18**      Board of Finance Special Meeting - Budget Deliberations  
Town Hall                      7:15 pm
- 4/09-4/13/18** Bolton Public Schools Spring Recess
- 4/19/18**      Board of Finance Regular – Budget Deliberation  
Town Hall                      7:15 PM
- 4/26/18**      Board of Finance Special Meeting - Budget Deliberations/Finalize Budget for  
Public Hearing  
Town Hall                      7:15 PM
- 5/02/18**      **Budget Filed with Town Clerk (5 days prior to Public Hearing)**
- 5/02/18**      **Public Notice Issued (5 days prior to Public Hearing)**
- 5/08/18**      **Public Hearing/Board of Finance Special Meeting**  
**Location: Bolton High School Student Commons (THIS IS A TUESDAY)**
- 5/16/18**      **Budget Filed with Town Clerk (5 days Prior to Referendum)**
- 5/16/18**      **Budget Question Due to Town Clerk (5 days prior referendum)**
- 5/17/18**      Board of Finance Regular Meeting  
Town Hall                      7:15 PM
- 5/22/18**      **Budget Referendum**