

**Bolton Board of Finance
Regular Meeting Minutes
March 21, 2019-7:15 p.m.
Town Hall**

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

Members Excused: None

Others Present: Finance Director Jill Collins, Deputy First Selectman Robert Morra, First Selectman Sandra Pierog and Town Administrative Officer Joyce Stille and 2 members of the public

1. Call to Order: Chairman R. Munroe called the meeting to order at 7:15 p.m.

2. Public Participation: None

3. Approval of Minutes-February 21, 2019 Meeting:

In Section 5b. R. DePietro asked to correct conversation commission to Conservation Commission.

In Section 5c. R. Munroe asked to correct the language to the following:

Board of Education update: R. Munroe noted that there was an increase in the unexpended funds and a transfer from Salaries and Benefits into three accounts that was in excess of \$10,000 for a total of \$82,350. There was a previous transfer of \$27,500 from benefits for technology.

In Section 6a. S. Pierog asked to correct 2020 budget to FY2020 budget.

R. Tuthill moved to approve the minutes as amended. M. Maulucci seconded. E. Bradley and R. Galle abstained. Motion passed 5:0:2

4. Correspondence: None

5. Elected Official and Town Staff Reports

a. Tax Collection Summary

J. Collins reported that the tax revenue through February month end is at 100.51% collected for current year levy compared to 99.86% last year. Motor vehicle collection is at 95.77% and supplemental motor vehicle is at 101.80%. Prior year collection is at 178.20%. Interest and fees are at 125.94 %.

50.58% of the ECS grant and 63.13% of the Adult Education grant has been received. Payments will still be received for Disabled Veterans, transportation and law enforcement. R. Monroe questioned the Tuition of \$87,000 that is due. Hartford and Columbia still owe payments. J. Collins noted that the revised figure for tuition due is approximately \$264,000 leaving a deficit of \$50,000.

b. Town Update

J. Stille reported that through the end of February Bolton is 56.13% in expensed compared to 56.16% for FY2018, 53.23% for FY2017 and 56.34% for FY2016. The largest output will be for

police services that will be billed in June. Storms have been expensed 75-80%. That is subject to change.

There were two transfers: The Fire Marshal budget had a \$500 transfer from Equipment New to Professional and Business Training. The Professional and Technical Services budget had a \$720 transfer from Legal Services to Official Administrative Services.

Natural gas expenditures are being researched. \$31,000 was expected but it has not gotten that high. R. DePietro asked what is expensed for legal. J. Stille responded that it was primarily for engineering, Bolton Lakes, negotiations for shared services and reevaluation.

R. Tuthill asked "What are the top three expensed line items that are uncertain". J. Stille responded fringe benefits, refuse collection (a report is due to CTDEEP regarding tonnage vs. population) and staffing is always an issue. If tonnage is 500 pounds or less per person there is no issue. Bolton is currently at 600 pounds per person.), utilities and the State Police still don't have a contract. R. Tuthill will rephrase his question and send it to J. Stille in writing. R. Munroe asked if the audit report was filed. J. Stille noted that it was filed on March 20, 2019.

c. Board of Education Update

There will be an under expenditure of \$60,000 in Salary and Benefits. R. Tuthill questioned the legal services transfer. Follow up will take place at the March 28, 2019 meeting. R. Munroe watching the \$35,000 to \$40,000 extra in the Student Support Services Special Ed Transportation category.

6. New Business

a. Discussion of FY2019 & FY2020 Revenue

The governor's budget will be used for State revenue. J. Stille is in the process of reviewing information on other revenues. ECS decline is \$107,000 and teacher's pension is a \$41,000 expense. Combined there will be a 150,000 loss. R. Galle questioned whether the BOS spending could be reduced or does it have to remain flat.

b. Presentation and Discussion of Board of Selectmen's FY2020 General Government, Capital & Debt budgets

J. Stille presented a pie chart of FY2020 increases along with the FY2020 budget. S. Pierog noted that due to changes instated by the State of Connecticut, there have been some changes since last year. Department heads were asked for what they need to improve operations in the town as opposed to what they need to maintain operations.

\$25,000 is needed to help offset the cost of the Bolton 300th anniversary celebration.

Fundraising is a possibility.

A seasonal maintainer position has been added to take care of the East Coast Greenway. The hours for the Assistant Building Official will increase with the appointment of the Building Official as Fire Marshall. There will be revenue offset from Coventry.

S. Pierog noted that the town and BOE are continuing discussions. At this point there is no adjustment being made to the budget. The BOE will hopefully act on the BOS proposals.

Health insurance costs fluctuate due to staff changes. Bolton will be joining CTCHIP (Connecticut Health Insurance Program). Cigna will be meeting with Bolton staff next week.

R. Tuthill asked to review the increases on the General Government FY20 increases worksheet. Discussion ensued on the largest areas of increase. Town Building Operations- electricity is up significantly, supplies are down and there is an increase of \$11,000 for greenway maintenance. Police protection increase is due to a longevity step of the resident trooper.

Highway Department increase is due to snow removal, summer storm cleanup and road repairs. Building and Land Use increase is due to the increase in the Building Official hours. Employee Fringe Benefits had a small increase in pensions and medical insurance. Dental coverage is offered. Life insurance cost is flat. Unemployment has been good compared to last year, Workers comp had a small decrease and a 5% discount was received from CIRMA. R. Maulucci asked if CIRMA comes in to audit. J. Stille responded yes. Refuse Service had a small increase in pickup cost and gasoline cost. Gas prices are higher than prior year. Tipping fees are increased and recycling problems continue. There is an increase in the tonnage. Non clean recyclables can contaminate the whole load making it more expensive than a regular trash load. Capital and Debt discussion ensued. The Reserve budget request is \$514,711. This is for the usual items including road resurfacing including Indian Notch Park. Funds are being put aside for additional cisterns. Capital Projects include replacement of the senior van, repaving of Indian Notch Park Road, 1 ton pickup replacement for Building and Grounds, Pro dump truck replacement, plow truck replacement, Service 134(Suburban) replacement, Fire truck replacement (aerial truck), partial demolition of NRMC. The large expenses have money set aside for several years. R. Galle noted that there should be an accounting of the funds put aside for large expenditures including a running total. There is a \$13,000 decrease in debt. R. Galle questioned the \$250,000 Temporary Loan. J. Stille noted that this is in place in case no budget is passed and the Town needs to borrow funds. R. Galle also questioned the \$50,000 Bond & Note Expenses. J. Stille noted that this is for payments to attorneys and bond advisors.

7. Ongoing Business

a. FY2020 Budget Calendar:

The Board agreed to the scheduled meetings as previously proposed.

b. Shared Services: No further discussion.

8. Adjournment: The meeting adjourned at 9:18 p.m.

Next Meetings:

March 28, 2019-Special Meeting-Town Hall

April 4, 2019-Special Meeting-Town Hall

Respectfully submitted,

Leslie J. Brand

Leslie Brand
Recording Secretary

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