

**BOLTON BOARD OF FINANCE**  
**SPECIAL MEETING**  
**TUESDAY, MARCH 31, 2020– 7:15 p.m.**  
**VIRTUAL MEETING VIA ZOOM WEBSITE PLATFORM**  
**Minutes**

**BOF Members Present:** Chairman Emily Bradley, Richard Tuthill, Vice-Chair Robert Munroe, Charles Danna Jr. (7:21 p.m.), Ross Lally, Kristen Gourley, and Robert DePietro (7:42 p.m.)

**Board of Education Members Present:** BOE Chair Andrew Broneill (7:32 p.m.), Benjamin Davies (7:57 p.m.) Susan Pike (7:25 p.m.), Anne Decker, Christopher Davey, Director of Business and Finance Kusal Huynh, and Superintendent of Schools Kristin Heckt

**Staff Present:** First Selectman Sandra Pierog, Administrative Officer Joshua Steele Kelly, Chief Financial Officer Jill Collins, and Board Clerk Linda McDonald

**1. Call to Order:** E. Bradley called the meeting to order at 7:17 p.m. with roll call of participants. She recommended town residents email comments and questions to the Administrative Officer at [townadmin@boltonct.org](mailto:townadmin@boltonct.org) during the meeting, which will then be read at the meeting.

**2. Public Participation:** First Selectman S. Pierog reported there is no update in information from the Governor's office regarding direction on the municipal budget process. The public hearing on the FY2021 budget, scheduled for April 28, 2020, was confirmed by the board and will be conducted in a virtual meeting format.

**3. Discussion Re: FY 2021 Budgets (Revenues & Expenditures):**

E. Bradley said with the COVID-19 situation, knows everyone is concerned with putting budget numbers out for expected revenues and expenditures, but discussion can happen on items the board anticipates will impact the budget next year.

Town side:

- Interest Income revenues will probably be much lower than last year. J. Collins said she is waiting to see 1<sup>st</sup> quarter 2020 interest income revenue figures.
- Less fee revenue collected from building use rentals, less fees collected in the Town Clerk's office, Library has suspended collection of overdue fees, no revenue coming in for NCAAA chore work for seniors, building permits fees, lower revenue from telephone fees.
- Money from the YMCA and church rentals in the Notch Road Municipal Center will go from \$51,000 to \$24,000 next year as the church lease is up in October and will not be renewed. Currently both the YMCA and church have closed operations in the municipal center. Rent will still be owed but the Town is not sure when the payments will be received.
- The Town will not receive revenue from Coventry for a shared Behaviorist in the school system next year, as the position will become full-time in Bolton.

Education side:

- Regular and special education tuition are not expected to decrease, but special education billing could be affected.
- The BOE is reaching out to outplacement facilities to see if they can continue to provide outplacement services for students. The BOE is waiting for information and guidance from the Department of Education and the facilities.
- The ECS grant will be lower next year by \$63,000.00.
- Columbia and Hartford special education student tuition will be lower than what was brought in this year.

Discussion followed on the possibility of residents having trouble paying taxes with loss of jobs and if there was any relief considered by the BOS. First Selectman S. Pierog responded the Governor has reached an agreement with financial institutions to postpone mortgage payments for 90 days. She added that municipalities have asked the Governor to allow either additional time (90 days) for residents to pay taxes or to allow the Towns to waive interest charges. First Selectman S. Pierog said she has asked the Department of Labor (DOL) for data on newly filed unemployment claims by town.

E. Bradley said the next step will be to start quantifying each of the previously listed categories to get real numbers to finish off this fiscal year as well as what are the numbers moving into next fiscal year.

First Selectman S. Pierog said the town will provide the figures at the next meeting as well as what the current grand list would raise at the current mill rate.

In response to a request from C. Danna, Administrative Officer J. Kelly will research data from old BOF minutes for an historical perspective relating to drops in revenue in other financial crises.

E. Bradley asked where the BOS and BOE think they might have funds leftover that could be applied to next year's budget.

First Selectman S. Pierog responded bills coming from State police for extra overtime protection for a recent incident in town and an additional cost for quarantine facilities for first responders. She stated circumstances were very different five weeks ago. Now she is hoping the Town has enough to cover expenses for the rest of the year.

Superintendent of Schools K. Heckt said the situation is fluid and she will provide more information as it becomes available. The BOE may have to purchase extra technology and associated resources for distance learning.

BOF members posed questions to BOS & BOE members present on the budget documents presented to the board as prior meetings.

First Selectman S. Pierog noted, in adherence with the Freedom of Information Act (FOIA), any information to be discussed at the meeting has to be posted at least 24 hours before the start of the meeting on the Town's website. Any information distributed at the meeting cannot be considered or discussed.

**4. Consider and Act on: FY 2021 Proposed Budget for Public Hearing (Possible Action):** No action taken.

**5. Review of Budget Calendar:** The board will tentatively continue budget discussion at the April 2, 2020 special meeting. A definitive decision to hold the meeting will be made tomorrow, pending information from the BOS and BOS.

**Next Meetings:**

April 2, 2020 – Special Meeting – 7:15 pm – Zoom Virtual Platform

April 8, 2020 – Special Meeting – 7:15 pm –Zoom Virtual Platform **(THIS IS A WEDNESDAY)** (if necessary)

April 9, 2020 – Special Meeting – 7:15 pm –Zoom Virtual Platform (if necessary)

April 16, 2020 – Regular Meeting – 7:15 pm - Town Hall or Virtual Platform

**6. Adjournment:** E. Bradley adjourned the regular meeting at 8:07 p.m.

Respectfully submitted by,

*Linda H. McDonald*

Linda H. McDonald, Board Clerk

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