

**BOLTON BOARD OF FINANCE
REGULAR MEETING
THURSDAY, JANUARY 21, 2021– 7:15 pm
VIRTUAL MEETING VIA ZOOM WEBSITE PLATFORM
Minutes**

Board of Finance Members Present: Chairman Emily Bradley, Vice-Chair Robert Munroe, Ross Lally, Charles Danna Jr., Kristen Gourley, and Richard Tuthill

Board of Finance Members Absent: Robert DePietro

Board of Selectmen Present: First Selectman Sandra Pierog

Staff Present: Administrative Officer Joshua Steele Kelly, Chief Financial Officer Jill Collins, and Board Clerk Linda McDonald

Others Present: Nick Lavigne

1. Call to Order: E. Bradley called the meeting to order at 7:17 p.m.
2. Public Participation: S. Pierog reported a total of 177 Covid-19 cases in Bolton as of yesterday, a 300% increase in cases from the first of December.
3. Approval of Minutes:
 - 3.1 Approval of December 17, 2020 Regular Meeting Minutes: The December 17, 2020 regular meeting minutes were amended as follows:

Agenda item 4.a: Superintendent Heckt explained the BOE has a technology replacement plan. She discussed the issues with the current smart boards and the plan to replace 42 smart boards districtwide with ~~Vsonics~~ **Viewsonics**. She explained the students and staff need to be on the same platform and to have boards that work and 22 ~~Vsonics~~ **Viewsonics** have been ordered from the technology replacement fund. She informed the board that the BOE will be coming before the BOF in January 2021 for a transfer of funds of approximately \$50,000 to \$60,000 to cover the purchase of the remaining 20 ~~Vsonics~~ **Viewsonics**."

R. Tuthill MOVED to approve the December 17, 2020 regular meeting minutes as amended. C. Danna SECONDED. By roll call vote, MOTION CARRIED 6:0:0.

4. Elected Official and Town Staff Reports
 - a) BOE Update: As of December 31, 2020, the BOE budget is 41% expended for FY 2021. The projected budget under expenditure is \$318,251. The BOE application for an additional \$46,850 for Coronavirus Relief Funding was awarded on 12/14/2020 and has been fully funded by the state.
 - b) Revenue Summary: J. Collins reported, as of December 31, 2020, the current tax levy collected was at 100.32%. The current motor vehicle levy collected was at 95.28%, supplemental motor vehicle levy collected was at 32.78% and the interest and fees are at 58.59%.
- S. Pierog reported Executive Order 9R granted a three-month extension to April 30, 2021 for supplemental motor vehicle tax bills that became due and payable on January 1, 2021.

J. Collins said the town has started to receive some grants, including the Pilot, Pequot, and Veterans grants.

c) Town Update: Administrative Officer Joshua Steele Kelly reviewed town expenditures as of December 31, 2020. The town is 42.18% expended as of December 31, 2020 which is the lowest percentage in the three-year look-back period. The Land Use and Elections line items are over 50.00% expended and over-expended compared to all three prior years. J. Kelly reported the Elections Department is more expended due to this having been an election year with additional costs associated with the pandemic. He explained the Director of Community Development in the Land Use Department has been working additional hours to complete the Sustainable CT bond certification which he reported has been received.

R. Tuthill requested additional line-item breakouts from the Highway and Street budget for 1) repaving and routine maintenance costs and 2) snow removal costs. J. Kelly said he will work on this for the next meeting.

d) Other: No other discussion.

5. Ongoing Business:

a) Budget Calendar: The members reviewed and discussed the current draft of the FY2022 budget calendar. S. Pierog reported the current executive order suspending in-person open meeting requirements expires February 9, 2021. The Board of Selectmen will not know if the Town can have an actual budget referendum until, at least, this date.

5. New Business:

a) Consider and Act Upon FY2022 Board of Finance Budget:

K. Gourley MOVED to approve the proposed FY2022 Board of Finance Budget totaling \$2,200. R. Munroe SECONDED. Hearing no objection, the MOTION CARRIED 6:0:0.

6. Adjournment: E. Bradley adjourned the regular meeting at 8:00 p.m.

Next Regular Meeting: February 18, 2021 Regular Meeting - 7:15 PM

Respectfully submitted by Linda H. McDonald, Board Clerk

Linda H. McDonald.

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