

**BOLTON BOARD OF FINANCE
REGULAR MEETING
DECEMBER 15, 2022 – 7:15 P.M.
HYBRID MEETING VIA ZOOM WEBSITE PLATFORM &
TOWN OF BOLTON, 222 BOLTON CENTER RD, BOLTON
MINUTES**

Board of Finance Members Present: Chairman Ross Lally, Vice-Chair Robert Munroe, Mather Clarke, Amanda Gordon, Charles Danna Jr., and Kristen Gourley (arrived at 7:25 P.M.)

Board of Selectmen Members Present: First Selectman Pam Sawyer and Interim Town Administrator Jim Rupert

Board of Education Members Present: Kristin Heckt

Staff Present: Chief Financial Officer Jill Collins

Others: Nick Lavigne CVC

1) **Call to Order:** R. Lally called this meeting to order at 7:15 P.M.

2) **Public Participation:** R. Lally called for public participation, but there was none.

3) **Approval of Minutes:**

R. Munroe MOVED to approve the minutes as presented. A. Gordon SECONDED. By roll call vote, PASSES 4:0:1.

4) **Elected Official and Town Staff Reports:**

a) **Tax Collection Summary:**

The information was presented. R. Lally asked if anyone had questions on any of the line items. R. Munroe had questions on interest and why again the interest did not move. J. Collins disagreed, that the number has increased, just not by much. J. Collins mentioned she did contact the bank and received an interest rate increase of .5% versus what it was before at .08%. She reminded everyone that we only get interest on the money after the initial \$7 million.

b) **Town Update:**

J. Rupert discusses the highlighted line items and explains that all of these line items are where they are expected to be. C. Danna questioned why the Assessor line item is highlighted and J. Rupert explained that it's a staffing thing. M. Clarke asked why the Police line item is so low. J. Collins explains we don't get billed for the Resident State Trooper until the end of the year, and when this budget was created the Resident State Trooper we had was less experienced than the one we have now.

J. Rupert explained we needed to transfer funds for postage due to mailings by the Registrar of Voters and the Tax Office. A transfer was also necessary for the Tax Collector for the extra expense in legal notices for the extra billing, which also includes Supplemental Motor Vehicle ads as well as the June ad.

c) BOE Update:

K. Heckt said to expect to see significant changes in Special Education because of continuing changes. She says they will be in the hole for Special Education. She also explained they still have unfilled positions and people that are out sick with no sick time and the salary delta, but they are still trying to figure things out as to how they will cover the overages due to Special Education.

K. Heckt announced that she did apply for an HVAC grant through the State of Connecticut for HVAC improvement in schools. Our reimbursement rate if we should be approved would be 47.14%. K. Heckt says she applied for up to \$172,000.

K. Heckt tells BOF that she does not believe BOE will be able to give any money towards next year's budget. R. Lally asked if this was due primarily to Special Education, in which K. Heckt said it was. A. Gordon asked if she knew what she expects the Special Education budget to be. K. Heckt says today she believes they are in the hole about \$250,000, however they do have changes and they may not be able to be recognized until next month, and it's hard to say because it is a moving target.

d) Other:

J. Collins presented over the Supplemental Grand List. She explains that last year's percentage collected was 89% and this year's Grand List is higher, so she's expecting more revenue from the higher Grand List.

5) New Business:

a) Discussion and Possible Appointment of Board of Finance Member:

R. Lally announced that A. Rivera has resigned from the Board of Finance and that we now have a spot open. R. Munroe MOVED to accept Ashley M. Phelan as the new Board of Finance Member. C. Danna SECONDED. By roll call vote, 6:0:0 PASSES unanimously.

b) Approve FY2024 BOF and Auditor's Budgets:

J. Collins presented the budget to the BOF and asked if anyone wants to make any changes but this budget is what she recommends due to going over last year's budget because there wasn't enough in the salary line and unknown amount of referendums. Last years budgeted amount was \$2,200, last year's actual amount was \$2,217, and the request for this year is \$2,425.

K. Gourley MOVED to approve the budget as presented. R. Munroe SECONDED. By roll call, PASSES unanimously 6:0:0.

J. Collins presented the Auditor's budget. R. Lally said if he remembers correctly J. Collins recommended putting in a place holder for \$45,000. R. Lally said we could see if we can get an extension with our existing auditor or do an RFP, mentioning that other auditors are going to want more money. J. Rupert says once we put out the RFP it goes for 30 days. R. Lally recommends we decide after the RFP is out.

C. Danna MOVED to accept a proposal and modify as needed when we interview people for the RFP. K. Gourley SECONDED. By roll call, PASSES unanimously 6:0:0.

c) Discuss Draft of Budget Calendar:

J. Collins presented the budget calendar to the BOF and asked if anyone needs to change anything. K. Heckt asked if BOE has until March 15th to present the budget, and expresses that she's hopeful that they will be able to have it done by the end of February. J. Collins says we can switch it if need be. K. Heckt said she will do her best to get the BOE budget done for the 10th, but if not she will communicate that with the Board.

6) Adjournment: R. Lally adjourned this meeting at 8:48 P.M.

Next Meetings:

January 19, 2023

February 16, 2023

March 16, 2023

Respectfully submitted by Ashleigh N. Johnson, Board Clerk

Ashleigh N. Johnson

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

SEE ATTACHMENTS UNDER SEPARATE COVER.