



Town of Bolton

222 BOLTON CENTER ROAD • BOLTON, CT 06043
TELEPHONE (860) 649-8066 FAX (860) 643-0021

CHARTER REVISION COMMISSION FINANCE & TAXATION SUBCOMMITTEE

**TUESDAY, MARCH 3, 2020
5:00 P.M. – BOLTON FIREHOUSE**

SPECIAL MEETING MINUTES

1. Call to Order at 5:00. Present Subcommittee members James Aldrich, John Brudz and John Toomey.
2. Public Comment – No members of public present
3. Consideration of and possible action on Chapter 8 of the Bolton Town Charter. The following bullet points were discussed.
 - A. Flowchart of the Town finance departments was reviewed (attached).
 - B. Discussion of whether future terms for Finance and Selectmen officials should be 4 years with elections set at 2 year intervals.
 - C. Chapter 8 of Charter discussed.
 1. General consensus that wording of Chapter 8 can be streamlined.
 2. Errata needs to be corrected now before Charter Commission contemplates changing language.
 - D. Subcommittee will make plans to go to Board of Finance to discuss charter issues under consideration. In particular need to get their opinion about potential elimination of Board of Finance (BoF).
 - E. If BoF eliminated it has merit to expand Board of Selectmen (BoS). Any pursuit of a change of this magnitude should have the strong support of the BoS.
 - F. Important for subcommittee or entire committee to meet with key officials from Board of Selectmen to better understand their goals and to review their directive to the Charter Commission.
 - G. The process of how new budgets by department are submitted and approved by BoF and BoS was discussed. Concerns about redundancy in process.
 - H. Merits of having a plain language income statement, balance sheet and summary of budget changes for current fiscal year and proposed new year available for voters during referenda may be of benefit. Charter may present overview of documents but actual language should be set by Selectmen. Current Selectmen are well suited to prepare standard document to be used as precedent.
 - I. Fiscal reports should have definitions at end of report. For example, how to calculate the mill rate.

- J. Town meetings discussed and how to set proper thresholds. Also how to have fluidity to the system to allow special town meetings for action where time is critical was discussed. This is another issue where input from Selectmen has benefit.
 - K. It was discussed whether or not there should be set minimum and maximum thresholds for Town Meetings. Also reviewed was the fairness of town meetings as venue to make important financial decisions. Discussion included power of special interest groups and difficulties in getting a broad section of electorate to a town meeting.
 - L. Should referenda only be allowed to go down if budget doesn't pass was discussed.
 - M. Currently tax bills are sent out once a year. Twice of year results in \$3,000 in extra mailing costs and a loss of \$190,000 in interest. There was a consensus that frequency of billing should not be a charter issue.
 - N. CAPA and capital budgets were discussed. More input is needed to understand if this is a charter issue.
 - O. At the end of the charter process is the charter submitted to the voters as to approve everything or can it be presented as multiple questions?
 - P. Subcommittee brainstormed other outreach ideas to learn more. Also members agreed to research to see if other charters could be found with alternative language for consideration.
 - Q. It was decided to submit minutes to Gwen Marrion and to discuss this meeting with full Charter Commission and then set next meeting date.
- 4. Set Future Meeting Dates – None set.
 - 5. Meeting adjourned at 6:15 PM.

