



Town of Bolton

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BOS FINANCE & ADMINISTRATION COMMITTEE TUESDAY, MARCH 10, 2020 7:00 P.M. - TOWN HALL SPECIAL MEETING MINUTES

The March 10, 2020 meeting of the Board of Selectmen's Finance & Administration Committee was called to order by Chair, Sandra Pierog, at 7:04 PM.

ROLL CALL

MEMBERS PRESENT: First Selectman Sandra Pierog, Deputy First Selectman Kim Miller, and Selectman Michael Eremita.

OTHERS PRESENT: Selectman Robert Morra, Selectman Robert DePietro, and Administrator Joshua Steele Kelly.

PUBLIC COMMENT

None.

CONSENSUS was reached to move Agenda Item 3D up in the order of discussion, as Eremita was on-call for the Fire Department and wished to speak about item 3D before he may possibly be called away.

AGENDA ITEM 3D – Consideration and possible action on the Fire Department's upcoming grant proposal.

DISCUSSION: Eremita explained that the grant, totaling a \$141,092 ask, was being offered by FEMA and would generally be used to acquire more modern communications equipment.

CONSENSUS was reached that the grant proposal should be filed and that the matching funds would be produced if the grant were awarded.

AGENDA ITEM 3A – Consideration and possible action on the updated Financial Policy Manual.

DISCUSSION: Kelly explained the work that went into creating the draft of the manual presented to the Committee this evening. Discussion was held on how the town's financial system of checks and balances generally works, which Pierog and Kelly helped explain.

CONSENSUS was reached that this item would be forwarded to the full Board of Selectmen for review and approval at their April meeting.

AGENDA ITEM 3B – Consideration and possible action on Sustainable Purchasing Policies.

DISCUSSION: Kelly explained that the policies currently presented were taken in part from Glastonbury, and that the policies were an important component to the Sustainable CT municipal certification program. Discussion was held on the fact that most of the outlined policies appeared to be common-sense to the layperson, and that the policies served as more of

a commitment to consider environmental factors in purchasing items with public money than anything.

CONSENSUS was reached that the Committee members would read the policies thoroughly before the next meeting and would supply comments and suggestions to Kelly either at or before that meeting.

AGENDA ITEM 3C – Consideration and possible action on an RFP for banking services.

DISCUSSION: Pierog told the rest of the Committee about the last time a similar RFP was drafted. It was noted that there is general consensus among staff that current needs are not being met, and that it would be prudent to put those needs down in an RFP like the one presented to find out if it would be worthwhile to change our current contracts.

CONSENSUS was reached that the Committee members would read the draft RFP thoroughly before the next meeting and would supply comments and suggestions to Kelly either at or before that meeting.

AGENDA ITEM 3E – Consideration and possible action on the Town’s Health Insurance Fund.

DISCUSSION: Pierog distributed information about the fund’s current balance to the Committee members. It was noted by others that the dental policy could easily cover several hundred people, and that anything over approximately 150 individuals covered would leave the fund with less than \$1,000 per person, which has the potential to be expended very quickly.

CONSENSUS was reached that no amount of money should be spent out of the fund to cover upcoming health insurance premium increases.

AGENDA ITEM 3F – Consideration and possible action on a resolution signing the Town onto the C-PACE program offered by the Connecticut Green Bank.

DISCUSSION: Kelly noted that the vast majority of towns in Connecticut have signed onto this program, with the only exceptions in the nearby area being Bolton and Andover. He further went on to state that he had communicated with a representative from the Green Bank about issues that the Selectmen took with the draft agreement presented at the prior week’s Board of Selectmen meeting, and the Green Bank was amenable to removing the word “reasonable” wherever it appeared in Section III, subsection g3 of the document.

CONSENSUS was reached that the amended agreement would be brought back to the Board of Selectmen for full approval.

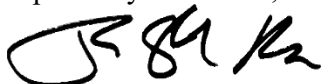
AGENDA ITEM 4A – Discussion on Cemetery Care Services.

DISCUSSION: Pierog presented the upcoming contract and noted that Kelly had reached out to the vendor and had tentatively agreed to a 3-month contract with the vendor.

CONSENSUS was reached that Kelly would draft an RFP for the next meeting.

The Chair adjourned the meeting at 8:06 PM.

Respectfully submitted,



Joshua Steele Kelly, Administrator