

**BOLTON BOARD OF FINANCE
SPECIAL MEETING
DECEMBER 11, 2014**

Minutes & Motions

The Board of Finance (BOF) held a meeting on December 11, 2014 at the Board of Education Conference Room, 72 Brandy Street, Bolton, CT. Members present were Chairman Robert Munroe, Barry Stearns, James Bruner, Morris Silverstein, Robert DePietro and Judy Wilson. Also present were Administrative Officer Joyce Stille, Interim Finance Director Linda Savitsky, and Linda McDonald, Recording Secretary.

Members Excused: Kelly Regan

1. Call to Order: The meeting was called to order by R. Munroe at 5:37 p.m.

2. Public Participation: There was no public participation.

The meeting was recessed at 5:38 p.m. to the Bolton High School library for discussion of agenda item 3.

3. Discussion with the Board of Education (BOE) on Grants: Superintendent of Schools Kristen Heckt gave a power point presentation on different grant fund types and associated information relating to these grants for the Bolton school system. K. Heckt said the grants are used to supplement the school budget. K. Heckt explained the difference in the grant total in the town budget and the amount put forward during the presentation tonight. Discussion followed. R. Munroe asked K. Heckt to confirm with the State what percentage of the reimbursement bonus for Choice students the town would be eligible for.

The meeting resumed at 6:37 p.m. in the Bolton Board of Education Conference Room.

4. Board of Education Update: R. Munroe reported that the BOE update will be available after the BOE meeting tonight and he will send copies to the members when available.

5. Approval of Minutes for the November 20, 2014 meeting: J. Bruner MOVED to APPROVE the regular meeting minutes of November 20, 2014 as presented. R. DePietro SECONDED. MOTION CARRIED 6:0:0.

6. Correspondence: R. Munroe reported on 12/2/14 correspondence from K. Heckt inviting BOF involvement in the Strategic Planning process. There are several meetings planned. R. DePietro expressed an interest in participating on behalf of the BOF and was appointed by consensus to attend the meetings for the Strategic Planning.

7. Elected Official and Town Staff Reports

a. Tax Collection Summary: L. Savitsky reported on the tax collection summary as of November 30, 2014 and said the tax collections continue to increase. Discussion followed on the benefit assessment for sewer hook-up on Bolton Lake.

b. Town Budget Update: J. Stille reported on the Town budget summary as of November 30, 2014. Discussion followed on contracts for gas and heating and costs to the Town. She said the Town is applying for a \$30,000 grant for the Uniform Chart of Accounts for a financial software system.

8. Old Business: Shared Services: L. Savitsky said she began the staff interviews with financial employees from the Town and the BOE to gather information of duties for possible shared services. The findings from the interview process would be part of the total shared services recommendations. (Memo of Understanding)

9. New Business: There was no new business to discuss.

10. Ongoing Business: Status Report on High School Project: No report.

11. Adjournment: J. Bruner MOVED to ADJOURN the regular meeting at 7:31 p.m. R. DePietro SECONDED. MOTION CARRIED 6:0:0.

Respectfully submitted by,

Linda H. McDonald, Recording Secretary

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