

BOLTON BOARD OF FINANCE
REGULAR MEETING
JANUARY 17, 2013

MINUTES

The Board of Finance held its Regular Meeting on January 17, 2013 at the Notch Road Municipal Center. Members present were Chairman Bob Munroe, Jim Roscoe, John Toomey, Jim Bruner, Judy Wilson, Kelly Regan and Barry Stearns. Also present was Administrative Officer Joyce Stille, Financial Director Brenda Douglas and one Bolton resident.

1. CALL TO ORDER

The meeting was called to order by Chairman Bob Munroe at 7:20 P.M.

2. PUBLIC PARTICIPATION

None

3. APPROVAL OF MINUTES

A motion was made by Jim Roscoe, seconded by Kelly Regan to approve the December 20, 2012 minutes with the following change: Item #8a, second sentence, first three words should be 'With two ayes'. Motion passed unanimously.

4. CORRESPONDENCE

Members received a memo from Joyce Stille listing the dates for the Board of Selectmen budget workshops.

5. ELECTED OFFICIAL AND TOWN STAFF REPORTS

a) Tax Collection Summary

Brenda Douglas circulated an updated Tax Collection Summary as of December 31, 2012, with additional requested information regarding past year levy collections. To date the town has collected 97.33% (of 100%) of outstanding taxes.

b) Town Budget Update

Joyce Stille submitted a Quarterly Financial Report as of September 30, 2012, as well as a budget transfer request approved by the Board of Selectmen. She also reported that the town is expecting about \$32,000 back from FEMA for storm cleanup.

c) Board of Education Budget Update

Members that attended the BOE meeting last week (Bob Munroe, Jim Bruner, Barry Stearns and John Toomey) received a copy of the Superintendent's Budget which they discussed briefly.

6. OLD BUSINESS

a) Consider and Act on Meeting Procedure Resolution

Kelly Regan and Jim Roscoe presented a Draft Resolution for the use of remote access by members who cannot be present at a meeting. Members reviewed the document and made some revisions which will be incorporated into the document and discussed at the next meeting. Board members thanked Kelly and Jim for their efforts.

b) Shared Services

Nothing new.

7. NEW BUSINESS

a) Consider and Act on Board of Selectmen Supplemental Approp. Request

Joyce Stille presented an appropriation request of \$52,500.00 for Aquatic Control Technology, Inc., to treat Lower Bolton Lake with an herbicide.

A motion was made by Jim Roscoe, seconded by Judy Wilson to transfer \$35,000 from the Contingency Fund to the Professional and Technical Services Budget. This action will require a Town Meeting. Motion passed unanimously.

b) Discussion on Financial Software

Joyce reported on the need for new financial software due to the fact that the present software company no longer offers technical support. The new software will be used by both the Town and the Board of Education and will cost about \$125,000.

8. ONGOING BUSINESS

a) Status report on High School Project

They are still working on LEED certification.

b) Insurance Update

Joyce reported that the health insurance preliminary renewal rate reflects an increase of 21.6%, due to the amount of claims this past year.

9. Adjournment

A motion was made by Barry Stearns, seconded by John Toomey to adjourn the meeting. Motion passed unanimously. The meeting was adjourned at 9:25 P.M.

Respectfully submitted,

Kathleen Sheridan
Board Clerk

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