

**BOLTON BOARD OF FINANCE  
REGULAR MEETING  
DECEMBER 19, 2013**

**UNAPPROVED MINUTES**

The Board of Finance (BOF) held their Regular Meeting on December 19, 2013 at the Bolton Town Hall. Members present were Chairman Bob Munroe, Judy Wilson, Kelly Regan, Barry Stearns, Robert DePietro and Morris Silverstein. Also present were Administrative Officer Joyce Stille and Tim Callahan.

**1. CALL TO ORDER**

The meeting was called to order by Chairman Bob Munroe at 7:19 p.m.

**2. PUBLIC PARTICIPATION:** There was no public participation.

**3. APPROVAL OF MINUTES:**

**November 21, 2013 Regular Meeting Minutes:** The minutes were amended as follows: Item 5.b: "Ms. Stille also reported that the town may consider a ~~Dental HSA self-insured dental plan~~ for next fiscal year."

B. Stearns MOVED to APPROVE the regular meeting minutes of November 21, 2013 as amended. K. Regan SECONDED. MOTION CARRIED 4:0:2 with R. DePietro and M. Silverstein abstaining. M. Silverstein stated for the record that he could not attend the November meeting due to a scheduling conflict.

**4. CORRESPONDENCE:**

**5. ELECTED OFFICIAL AND TOWN STAFF REPORTS**

**a) Tax Collection Summary:** J. Stille reported on the current and prior year collections.

**b) Town Budget Update:** J. Stille reported on a budget transfer needed to the unemployment budget for employees. She said that the town is locked into the current contract for fuel until June 30, 2014. Fuel and gasoline contracts for next fiscal year are out to bid. Electrical contracts are done through the CRCOG purchasing unit. J. Stille said the town does not yet have the STEAP contract for Bolton Lake. Discussion followed on the progress with the construction of the Charter Oak Greenway shared use path and pedestrian bridge. J. Stille updated the Board on the Capital Acquisition and Planning Allocation Committee's (CAPA) preliminary work regarding a future bonding package for some town projects. Discussion followed. She said there is a potential revenue source from

submitting a piece of town property as a possible site for the installation of an AT&T cell tower.

**6. BOARD OF EDUCATION UPDATE\_- Monthly update:** R. Munroe said the BOE is still looking at a \$20,000.00 surplus from the Special Education account. R. Munroe will meet with the Superintendent of Schools regarding some of the information in the update and report back to the Board.

**7. OLD BUSINESS –SHARED SERVICES:** J. Stille reported that she and the Superintendent of Schools continue to pursue an employee dental plan for next fiscal year with Anthem or, possibly, another insurer. Discussion followed.

**8. ONGOING BUSINESS – STATUS REPORT ON HIGH SCHOOL PROJECT:** J. Stille reported that the town has not yet received the LEED certification from the State. For the benefit of the new members, she gave an overview of the process regarding the holdback of a percentage of the grant money from the State until the project and audit are completed.

J. Stille said property revaluation is on course and should be completed in March 2014. Discussion followed.

**9. ADJOURNMENT:** B. Stearns MOVED to ADJOURN the meeting at 8:28 p.m. M. Silverstein 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.