

**BOLTON BOARD OF FINANCE  
REGULAR MEETING  
JANUARY 16, 2014**

**APPROVED MINUTES**

The Board of Finance (BOF) held their Regular Meeting on January 16, 2014 at the Bolton Town Hall. Members present were Chairman Bob Munroe, Judy Wilson, James Bruner, Barry Stearns, Robert DePietro and Morris Silverstein. Also present were Administrative Officer Joyce Stille, Finance Director Brenda Douglas and one other person.

**1. CALL TO ORDER**

The meeting was called to order by Chairman Bob Munroe at 7:17 p.m.

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

**3. APPROVAL OF MINUTES:**

**December 19, 2013 Regular Meeting Minutes:** The minutes were amended as follows:

**Item 3: Approval of Minutes:** "M. Silverstein stated for the record that he could not attend the November meeting due to a scheduling conflict **with the ZBA of which he is also a member and where his attendance was required because of his prior participation in a public hearing.**"

M. Silverstein MOVED to APPROVE the regular meeting minutes of December 19, 2013 as amended. J. Wilson SECONDED. MOTION CARRIED 5:0:1 with J. Bruner abstaining.

**4. CORRESPONDENCE**

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

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

**b) Town Budget Update:** B. Douglas reported on the quarterly financial report as of December 31, 2013. J. Stille said she has a little concern with what has been spent in the Highway Department budget so far due to a price increase in salt for the roads due to a shortage of the commodity.

Discussion followed on a transfer request to the Unemployment Compensation budget.

B. Stearns reported on the Capital Acquisition and Planning Allocation Committee's (CAPA) meeting held on January 8, 2014. Discussion followed on the school roof replacement project. The next meeting is scheduled for January 21, 2014 at 8:30 a.m. in the Municipal Center.

Discussion followed on proposed costs for other projects at the schools.

J. Stille will provide the current debt schedule to the Board. Discussion followed on the progress in sewer installations in town, sources of funding and bonding costs.

R. Munroe commented that the Town Charter requires that one mil be spent each year on capital projects and suggested that consideration should be given to reducing substantially any additional money budgeted for capital projects if/when the town takes on additional debt.

J. Stille reported that there has been no progress in discussions with Anthem regarding a self-funded employee dental plan.

**6. BOARD OF EDUCATION UPDATE\_- Monthly update:**

R. Munroe reviewed the content of the monthly update of the education budget from the Superintendent of Schools Kristen Heckt. Discussion followed on special education funding.

R. Munroe said that K. Heckt has indicated the need for additional monies for technology upgrades and this will probably be included in the education budget request for next fiscal year. Discussion followed on student enrollment levels and student costs.

**7. OLD BUSINESS –SHARED SERVICES:** This item was addressed under item 5b.

**8. NEW BUSINESS:** Audit: R. Munroe requested that the Board members review the financial audit. The auditor will be made available to the Board at a future meeting if necessary.

Discussion followed on the proposed operating budget for the Board of Finance for the next fiscal year.

J. Wilson will work on scheduling dates for the BOF finance budget review.

**9. ONGOING BUSINESS – STATUS REPORT ON HIGH SCHOOL PROJECT:** J. Stille reported that initial comments have been received from the review which requires some answers from the architect and the responses will be done this month.

**9. ADJOURNMENT:** B. Stearns MOVED to ADJOURN the meeting at 9:00 p.m. J. Bruner SECONDED. MOTION CARRIED 6:0:0.

Respectfully submitted by,

Linda H. McDonald, Recording Secretary