

**BOLTON BOARD OF FINANCE
REGULAR MEETING
JUNE 20, 2013**

MINUTES

The Board of Finance (BOF) held their Regular Meeting on June 20, 2013 at the Notch Road Municipal Center. Members present were Chairman Bob Munroe, James Roscoe, John Toomey, Judy Wilson, and Barry Stearns. Also present were Administrative Officer Joyce Stille, Financial Director Brenda Douglas, and Superintendent of Schools Kristen Heckt.

1. CALL TO ORDER

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

2. PUBLIC COMMENT

3. APPROVAL OF MINUTES

April 18, 2013 Regular Meeting Minutes: J. Roscoe MOVED to APPROVE the regular meeting minutes of April 18, 2013 as presented. J. Wilson SECONDED. MOTION CARRIED UNANIMOUSLY.

May 9, 2013 Special Meeting Minutes: The special meeting minutes of May 9, 2013 were amended as follows: **Page 2, 6th paragraph: All- day kindergarten is a State mandate that has to be followed in the public school system and is grant funded.** J. Roscoe MOVED to APPROVE the special meeting minutes of May 9, 2013 as amended. J. Wilson SECONDED. MOTION CARRIED UNANIMOUSLY.

May 23, 2013 Regular Meeting Minutes: J. Roscoe MOVED to APPROVE the regular meeting minutes of May 23, 2013 as presented. J. Wilson SECONDED. MOTION CARRIED UNANIMOUSLY.

June 5, 2013 Special Meeting Minutes: The special meeting minutes of June 5, 2013 were amended as follows: **Remove Barry Stearn from members present and add Jim Bruner to members present.** J. Toomey MOVED to APPROVE the special meeting minutes of June 5, 2013 as amended. J. Wilson SECONDED. MOTION CARRIED 3:0:2 with J. Roscoe and B. Stearns abstaining.

4. CORRESPONDENCE

5. ELECTED OFFICIAL AND TOWN STAFF REPORTS

a. Tax Collection Summary: Brenda Douglas reported on the tax collection amounts to date. The collection percentage as of May 31, 21013 is 98.53%. She said the overall figures have surpassed last year's collections.

b. Town Budget Update: J. Stille explained the reasons for the FY 13 Government budget transfers.

6. BOARD OF EDUCATION UPDATE-Monthly Update: Superintendent of Schools K. Heckt announced that an agreement has been reached with the Administrative Assistants and they will be moving to the Health Savings Account (HSA) plan next year and a Memorandum of Understanding (MOU) has been signed with the custodians and they will move to the HSA for the final year of their contract creating an overall projected savings of \$100,000.00. She reported that the Board of Education (BOE) has actualized the \$442,000 cut. Some jobs were cut. The BOE is trying to actualize as much savings as possible. Sports are back in the budget.

J. Roscoe asked K. Heckt to provide the best accounting and number of special needs students. He said the BOF uses the initial request for the special education budget for purposes of determining a supplemental request for funds. K. Heckt reported that \$236,000 in additional funding was requested and \$37,000 has been cut from the special education budget for an overall \$200,000 increase over last year. J. Roscoe said in the past the BOF has not taken any reductions against the special education account and the BOE has kept those monies separate from the rest of the education budget with the exception of last year when the surplus in the special education account were used in the rest of the education budget.

B. Munroe said there are big numbers in the special education budget and large deviations going on. In conversations with K. Heckt and K. Begin, B. Munroe (on behalf of the BOF), it was acknowledged that, if there was a deficiency request that was granted and was not completely expended, those funds would be returned to the BOF. But, at that time, there was no commitment by the BOE Chair to return any unexpended funds if there was no deficiency request. It is the position of the BOF that, in fact, that should happen.

B. Munroe said that the BOE and Superintendent have done a terrific job of getting the different bargaining units to sit down and appreciate their continuing effort to get the rest of the staff on board which will realize savings in the future.

K. Heckt said the entire BOE budget was frozen in December and with good faith effort she will continue to actualize as much savings as possible.

J. Roscoe would like a mutual understanding going forward regarding any special education account savings.

K. Heckt explained the staffing cuts which included a reduction of seven (7) Instructional Aides. The needs of the students were assessed and cuts were made based on those needs based on what the BOE is obligated to do. The middle school staffing was reorganized. She said the cuts hurt deeply and profoundly but a success was that full day kindergarten was actualized. Discussion followed on the impact of full day kindergarten and the staffing changes.

B. Munroe said the BOF will continue to monitor the special education account. B. Munroe said the Initial BOE increase request was \$756,000 and \$442,500 was cut during the budget process. He commented that some of the \$442,500 cut was actualized by the BOE through a combination of things like salary (\$100,000) and insurance savings (\$100,000) and retirement savings (\$100,000). K. Heckt explained how the rest of the cuts were realized.

Discussion followed on savings in the BOE budget due to state grant funding.

J. Toomey commended K. Heckt on her work since November 26, 2012, including the implementation of the all day kindergarten, the cost savings with the HSA and the dental plan, and the savings from installing the diesel ventilators. As a point of personal privilege, he requested to the Chair that the Superintendent nominate Tom Dilworth to the Bolton Public Schools Alumni Wall of Fame.

B. Munroe thanked the Superintendent for her responses and hard work throughout the budget process.

7. TOWN & BOE LIST OF REDUCTIONS: J. Stille distributed copies of the updated FY 14 Town Government Budget and spoke to some of the deductions.

8. UPDATE ON THE STATE BUDGET IMPACT: J. Stille reported that the data from the Connecticut Council of Municipalities (CCM) provided at the 6/6/13 meeting changed and the State funding to the town has increased by \$80,528.00.

Discussion followed on the water quality and algae levels in Bolton Lake.

B. Munroe said on the eastern side of Bolton Lake it appears there are approximately 20 homes hooking up to the sewer lines. J. Stille explained that an extension of 60 days over the 180 day hook up period was granted to the homeowners in phase one and two. Now that the extension period is expiring, homeowners are completing the process. Discussion followed on what is involved in the process.

9. OLD BUSINESS –SHARED SERVICES: J. Stille commented that she was asked by BOE Chair Karin Bergin about recreation with Columbia students as to if Bolton could pull in students earlier to develop friendships. J. Stille responded to her that Bolton has had a long standing relationship between the two recreation departments. J. Stille said the

town has tried to cooperate in various programs with Columbia as well. Regarding sports participation involving Columbia students, she reminded the BOE that soccer, baseball, and softball are run by independent groups. In the past, some of the basketball leagues have accused Bolton of recruiting kids from other towns even though they might be members of the school population and would not allow those students to play. Regarding the future of the basketball program, the two recreation directors have talked about combining their basketball programs.

Bolton Recreation Director Tracy Verrastro has outreached to Columbia and has advertised all of Bolton's programs in the Columbia Recreation brochure. Any student from Columbia, even if they are not yet part of the Bolton school system, will not be charged the non-resident fees.

B. Munroe commented that the Booster Club and Bolton Youth Baseball Association are suffering from a lack of kids.

J. Stille reported that the Town asked the BOE for the number of Columbia Students expected next year. In the budget put forward, the Town was told 68 students. Based on this, 66 was the number put into the debt service to give a two person cushion. The number of students expected from Columbia has since dropped to 64, putting the debt budget at an \$18,000.00 deficit. The Town will wait until school starts when it will find out the real number of Columbia students in the school system before addressing this issue. Discussion followed on student projections for Columbia students coming to Bolton. There is a drop in student numbers and debt service has to be paid. The Board suggested approaching the K-8 grade Columbia students.

10. NEW BUSINESS – NONE

11. ONGOING BUSINESS – STATUS REPORT ON HIGH SCHOOL PROJECT: J. Stille said work will continue after school gets out and hopefully, by next year, the project will be closed up.

12. ADJOURNMENT: B. Stearns MOVED to AJOURN the meeting at 9:05 p.m. J. Wilson SECONDED. MOTION CARRIED UNANIMOUSLY.

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.