

BOLTON BOARD OF FINANCE
REGULAR MEETING
FEBRUARY 17, 2011

MINUTES

The Board of Finance held its regular meeting on February 17, 2011, at the Notch Road Municipal Center. Members present were Chairman Robert Munroe, Jim Roscoe, Ed Steele, Joe Fleming, John Toomey, Kelly Regan and Jim Bruner. Also present was Financial Officer Jerry McCall and Administrative Officer Joyce Stille.

1. CALL TO ORDER

The meeting was called to order by Chairman Robert Munroe at 7:25 P.M.

2. PUBLIC PARTICIPATION

None

3. ELECTED OFFICIAL AND TOWN STAFF REPORTS

a) Tax Collection Summary

Jerry McCall circulated an updated Tax Collection Summary as of January 31, 2011 reporting that collections are on track at 98.20% of the current year levy.

b) Town Budget Update

Joyce Stille reported that the town is within its budget for sand and salt and stated that she has applied to FEMA for reimbursement of funds expended during the snowstorms. She also circulated two budget transfer requests that were approved by the Board of Selectman, one from the Planning and Zoning Commission and the other from the Fire Commission.

c) Quarterly Financial Report

Jerry McCall handed out a Board of Finance Quarterly Financial Report FY10-11 as of December 31, 2010. After a brief discussion, James Roscoe asked that the figures in the second column be updated with the proper dates and figures.

d) NRMC Update

Joyce Stille handed out a breakdown of costs to operate the Notch Road Municipal Center, excluding the Senior Center Wing, FY 09-10. This document also reflected annual income generated from the NRMC.

e) Sewer Project Update

Joyce Stille reported that due to the weather, the work on the sewer project had to be stopped for a time. She stated that there will be a public hearing in March or April for benefit assessments for Phase I. There could also be a possible enhancement in the next grand list due to property values going up as a result of the sewer project.

Regarding Phase III of the project, the town will need easements which may delay putting this phase out to bid.

f) Board of Education Budget Update

No one was present from the Board of Education. Chairman Bob Munroe reported that he received a 'Budget 2011-2012 Information on Potential Reductions' document from the Board of Education and provided copies to board members. The board discussed the proposed increase of 3.75% after reductions.

g) Audit Update

Jerry McCall reported that the audit had been received. Bob Munroe asked that members read the audit and if they have questions, they can email him and he will send them to the auditor.

Motion by Jim Roscoe, seconded by Ed Steele to extend the auditor's contract for another two years. Motion passed unanimously.

4. Approval of the Minutes of January 20, 2011 Meeting

Motion by Ed Steele, seconded by John Toomey to approve of the January 20, 2011 minutes as presented. Motion passed unanimously.

5. CORRESPONDENCE

Joyce Stille circulated a report received from the Connecticut Conference of Municipalities entitled FY2012-FY2013 Governor's Proposed Budget Impact on: Bolton and a report entitled CRCOG Budget Highlights.

Chairman Munroe circulated a letter he received from Karen Bergin, Chairperson of the Board of Education, requesting an appropriation of \$28,000 for an unbudgeted nexus 1:1 Instructional Assistant (including salary and benefits).

Joyce Stille stated that according to the Charter, any request over \$25,000 would require a town meeting for approval. Bob Munroe stated that he would meet with Paul Smith and Karen Bergin regarding this matter and the board will continue this discussion at the next meeting.

6. OLD BUSINESS

Discussion of Shared Resources Town & BOE

This matter will be kept on the Agenda as discussions are ongoing.

7. NEW BUSINESS

a) Finalize Budget Calendar FY 2012

Members discussed the budget calendar and set a public hearing date. Motion by Ed Steele, seconded by John Toomey to set the budget public hearing date for April 28, 2011. Motion passed unanimously.

b) Debt Service Information

Jerry McCall handed out a Debt Service Budget FY 2012. This will be discussed at next month's meeting.

c) All other New Business mutually agreed upon

Nothing at this time.

8. ONGOING BUSINESS

a) Status report on School Project

Joyce Stille reported that due to the weather, progress on the school project is moving slowly. PCB testing and remediation continues and costs are high.

9. ADJOURNMENT

Motion by Ed Steele, seconded by Jim Bruner to adjourn the meeting. Motion passed unanimously. Meeting adjourned at 9:44 P.M.

Respectfully submitted,

Kathleen Anderson
Board Clerk

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