



## Town of Burlington

### BURLINGTON BOARD OF FINANCE REGULAR MEETING Wednesday, January 17, 2024

A meeting of the Burlington Board of Finance was held on Wednesday, January 17, 2024. Board members present were Gerald Mullen-Chairman, Sue Brault-Co-Chair, Steve Carrier, Kathy Zabel, Deb Miller. Also in attendance were First Selectman Doug Thompson, Finance Director Elisa Michell, Treasurer Sean Scully and Recording Clerk – Tanna Romero

**1. Call Meeting to Order:**

Co-Chair Brault declared a quorum was present and called the meeting to order at 6:31 PM

**2. Acceptance of Minutes from December 20, 2023 Regular Meeting:**

Motion made, seconded, and passed unanimously to approve the minutes from the December 20, 2023 Regular Meeting. Zabel/Miller

**2. Citizen Comment:**

Al Higuera, 76 Wildcat Rd.- requested information regarding the main driving force for the town budget. A discussion followed.

**4. Correspondence:**

none

**5. Review and Approve the 2022-23 Annual Town Report:**

**Motion** made, seconded, and passed unanimously to approve the 2022-23 Annual Town Report. Zabel/Mullen

**6. First Selectmen's Reports:**

First Selectman Thompson presented a few items that need approval for additional funding to complete the project. These include Covey Road Bridge, Main Street Bridge, and West Chippens Hill Rd.

**Motion** made, seconded, and passed unanimously to approve an increase in amount for final design change and preliminary design (30%) not to exceed \$11,200 for the Covey Road Bridge, contingent upon BOS approval. Zabel/Miller

**Motion** made, seconded, and passed unanimously to approve an increase in amount for final design change and preliminary design (30%) not to exceed \$26,800 for the Main Street Bridge, contingent upon BOS approval. Zabel/Miller

**Motion** made, seconded, and passed unanimously to approve a change order for Cardinal Engineering Construction inspection in the amount not to exceed \$42,650 for Covey Road Bridge, contingent upon BOS approval. Zabel/Miller

**Motion** made, seconded, and passed unanimously to accept West Chippens Hill Road reconstruction final design for \$70,000, contingent on BOS approval. Carrier/Miller

**Motion** made, seconded, and passed unanimously to authorize First Selectman Thompson and Treasurer Scully, to trade in a T-bill and lock in a T-bill for two years, up to June 30, 2026, Mullen/Miller



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**7. Financial Report:**

Elsa Michell was present and presented the Financial Report. Following a discussion, a **Motion** made, seconded, and passed unanimously to approve the financial report. Zabel/Miller

**8. Tax Collector's Report:**

**Motion** made, seconded, and passed unanimously to approve the tax collector's report. Zabel/Miller

**9. Adjourn:**

**Motion** made, seconded, and passed unanimously to adjourn at 7:19PM. Miller/Zabel