



## Town of Burlington

### **BURLINGTON BOARD OF FINANCE REGULAR MEETING Wednesday, November 16, 2016**

A meeting of the Burlington Board of Finance was held on Wednesday, November 16, 2016, at the Town Hall. Board members present were: Chairman Anthony DiNicola, Sue Brault, Mark DiOrio, John Achilli, Andrew Klimkoski and Gerald Mullen. Also in attendance were First Selectman Theodore Shafer, Finance Director Eleanor Parente and BVFD Chief Andy Mercieri.

Chairman DiNicola called the meeting to order at 7:30 PM.

**Minutes:** Minutes from the October 19, 2016, regular meeting were reviewed. Following the review, on a motion made and seconded by Brault/Klimkoski, it was unanimously VOTED TO:

*Approve October 19, 2016 minutes as presented.*

**Citizen Comments:** None.

**Correspondence:** Torrington Water Company rebate letter.

**BVFD:** BVFD Chief Andy Mercieri discussed applying for a \$50,505 federal FEMA grant to help purchase new fire extraction tools. Town would be responsible for 5% of amount awarded. He also reported on the condition of Chief's truck. Following his presentation and Board discussion, on a motion made and seconded by Klimkoski/Brault, it was unanimously VOTED TO:

*Authorize application for FEMA grant and the 5% Town Share.*

#### **Financial Report:**

Finance Director Parente presented and reviewed with the Board key financial reports for October and through November 14, 2016. Discussion covered fiscal year-to-date results and budget line item variances. The Board also reviewed non-budget account revenue and expenses, along with bank/investment/reserve account activity and balances. She then reported on the 2017-18 budget process and her memo to department heads. A proposed 2017 calendar for regular monthly Board meetings to be held on the third Wednesday of each month was also discussed. Following the discussions, on a motion made and seconded by Mullen/Brault, it was unanimously VOTED TO:

*Accept the Financial Report as presented.*

On a motion made and seconded by Brault/Achilli, it was unanimously VOTED TO:

*Approve the 2017 regular meeting calendar.*

#### **Tax Collector's Report:**



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The Board reviewed and discussed the October 31, 2016, Tax Collector's reports. Key reports included fiscal year-to-date tax collections and sewer use collections. Following the review, on a motion made and seconded by Mullen/Brault, it was unanimously VOTED TO:

*Accept the October 31, 2016, Tax Collector's Report as presented.*

### **First Selectman's Report:**

Mr. Shafer reported on:

- Draft plan by the State to push for the consolidation of local health departments;
- CT Conference of Municipalities intends to fight the State law that set a 2.5% spending cap on municipalities' 2017-18 budgets;
- LOTCIP Grant approved by the State for \$1 million to repair Jerome Avenue; and,
- Draft options prepared by a senior citizen commission for consideration by the Town to provide additional tax assistance for senior citizen residents.

### **Executive Session:**

Chairman DiNicola asked for a motion to go into executive session. On a motion made and seconded by DiOrio/Brault at 9:32 PM, it was unanimously VOTED TO:

*Convene into executive session to discuss personnel issues and invite First Selectman Shafer and Finance Director Parente.*

On a motion made and seconded by Klimkoski/DiOrio at 10:06 PM, it was unanimously VOTED TO:

*Reconvene to public session.*

### **Adjournment:**

Chairman DiNicola asked if there was any further business to come before the Board. There being no further business, on a motion made and seconded by Achilli/Mullen, at 10:06 PM, it was unanimously VOTED TO:

*Adjourn the meeting.*

Respectfully submitted,

Andrew Klimkoski, Secretary