



## Town of Burlington

### **BURLINGTON BOARD OF FINANCE REGULAR MEETING October 17, 2018**

A meeting of the Burlington Board of Finance was held on Wednesday, October 17, 2018, at the Burlington Public Library. Board members present were: Chairman Anthony DiNicola, John Achilli, Sue Brault, Donald Desiderato, Andrew Klimkoski, John Kirschner and Gerald Mullen. Also in attendance was Finance Director Eleanor Parente.

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

#### **Minutes**

Minutes from the September 19, 2018 meeting were reviewed. Following the review and discussion, on a motion made and seconded by Brault/Achilli (Klimkoski abstained), it was VOTED TO:

*Approve the September 19, 2018 minutes as presented.*

#### **Citizens Comments**

None.

#### **Correspondence**

None.

#### **Burlington Volunteer Fire Department**

Representatives from BVFD were not present. Bids for a new truck have not been sent out. No further action needed at this time.

#### **Financial Report**

Mrs. Parente presented and reviewed with the Board key financial reports for September and through October 17, 2018. 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 balances. She also reported on the status of the 2017-18 year-end CPA audit. The Board discussed the reserve account balance report and requested that Treasurer Savino make corrections.

Following the review, on a motion made and seconded by Klimkoski/Desiderato, it was unanimously VOTED TO:

*Accept the October 17, 2018 Financial Report as presented.*

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

The Board reviewed and discussed the September, 2018, Tax Collector's Report. Key reports included fiscal year-to-date tax collections and sewer use collections. Following the review, on a motion made, seconded by Achilli/Kirschner, it was unanimously VOTED TO:



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*Accept the September, 2018 Tax Collector's Report as presented.*

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

None.

### **Policy Revision**

The Board reviewed and discussed drafts of two new policies: Debt Management and Fund Balance. Mrs. Parente will make edits and forward updated drafts for the next regular meeting.

### **Executive Session**

None.

### **Adjournment**

Chairman DiNicola then asked if there was any further business to come before the Board. Mrs. Parente noted that the next regular meeting is currently scheduled for the day before Thanksgiving. The Board decided to move the next regular meeting to Wednesday November 14<sup>th</sup>. Following that decision, on a motion made and seconded by Brault/Kirschner, at 8:58 p.m. it was unanimously VOTED TO:

*Adjourn the meeting.*

Respectfully submitted,

Andrew Klimkoski, Secretary