



## Town of Burlington

### **BURLINGTON BOARD OF FINANCE REGULAR MEETING December 18, 2019**

A meeting of the Burlington Board of Finance was held on Wednesday, December 18, 2019, at the Town Hall. Board members present were: John Achilli, Sue Brault, Steve Carrier, Donald Desiderato, John Kirschner, Andrew Klimkoski and Gerald Mullen. Also in attendance were First Selectman Theodore Shafer and Finance Director Eleanor Parente.

Vice Chairman Mullen called the meeting to order at 7:30 pm. Members welcomed Steve Carrier as a new member of the Board.

#### **Election of Officers**

The Board discussed the election of a chairman, vice chairman and secretary. Following discussions, on a motion made and seconded by Klimkoski/Achilli, it was unanimously VOTED TO:

*Appoint Mullen as Chairman.*

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

*Appoint Klimkoski as Secretary.*

#### **Minutes**

Minutes from the regular meeting held on November 20<sup>th</sup> were reviewed. Following the review and discussion, on a motion made and seconded by Brault/Klimkoski, it was unanimously VOTED TO:

*Approve the November 20, 2019 minutes as presented.*

#### **Citizens Comments**

None.

#### **Correspondence**

None.

#### **Financial Report**

Mrs. Parente presented and reviewed with the Board key financial reports through November 30, 2019. Discussion covered fiscal year-to-date results and budget line item variances. The Board also reviewed non-budget account revenue and expenses. Bank/investment/reserve account balance reports prepared by Treasurer Savino were then reviewed and discussed. Following the review and discussion, on a motion made and seconded by Achilli/Desiderato, it was unanimously VOTED TO:

*Accept the November 2019 Financial Report as presented.*



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

The Board reviewed and discussed the November 30, 2019, Tax Collector's Report. Key reports included fiscal year-to-date tax collections and sewer use collections. Following the review, on a motion made and seconded by Klimkoski/Desiderato, it was unanimously VOTED TO:

*Accept the November 30, 2019 Tax Collector's Report as presented.*

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

Mr. Shafer reported that WMC Engineering work for the full reconstruction of the section of Barnes Hill Road off of Route 4 is short \$3,500 to effectuate engineering design for the intersection be made and approve modification of the WMC Agreement for the additional scope of work. He then provided a copy of the Conservation Commission's proposal to the BOS to provide a Municipal Optional Tax Exemption program for local farmers. The BOS took no action. Bids to go out soon for Phase One development of Johnnycake Mountain.

### **Executive Session**

Chairman Mullen asked for a motion to go into executive session. On a motion made and seconded by Kirschner/Brault, at 9:49 p.m. it was unanimously VOTED TO:

*Convene into executive session to discuss real estate acquisition; contracts and invite First Selectman Shafer and Finance Director Parente.*

On a motion made and seconded by Brault/Klimkoski, at 9:57 p.m. it was unanimously VOTED TO:

*Reconvene to public session.*

### **Adjournment**

Chairman Mullen asked if there was any further business to come before the Board. There being no further business, on a motion made and seconded by Desiderato/Klimkoski, at 9:58 p.m. it was unanimously VOTED TO:

*Adjourn the meeting.*

Respectfully submitted,

Andrew Klimkoski, Secretary