



## Town of Burlington

### BURLINGTON BOARD OF FINANCE REGULAR MEETING Wednesday, January 18, 2017

A meeting of the Burlington Board of Finance was held on Wednesday, January 18, 2017, at the Town Hall. Board members present were: Sue Brault, Mark DiOrio, Andrew Klimkoski, John Achilli and Gerald Mullen. Also in attendance were First Selectman Theodore Shafer, Finance Director Eleanor Parente, and from King, King & Associates: Chris King, and Sean O'Grady.

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

#### **Minutes:**

Minutes from the December 21, 2016, regular meeting were reviewed. Following the review, on a motion made and seconded by Klimkoski/Achilli, it was unanimously VOTED TO:

*Approve December 21, 2016 minutes as presented.*

**Citizen Comments:** None.

**Correspondence:** Two memos received from John Hebert, Chairman of the Conservation Commission, with requests for additional funds for land acquisitions in the 2017-18 budget.

It is noted that Roger Powell joined the meeting at 7:44 PM.

#### **Audit Report:**

Mr. King distributed and reviewed the *Audited Financial Statements for the Year Ending June 30, 2016*, report and management letter. Expanded disclosure requirements covering municipal retirement plan obligations were highlighted. Oversight of pension census data was also discussed. He reported that accounting changes for grants will be put into effect during the current fiscal year. The audit resulted in an unmodified opinion, meaning the financial statements prepared by the Town's management present fairly, in all material respects, the financial condition and operating results in accordance with generally accepted accounting principles. Lastly, Mr. King noted there were no disagreements with management encountered during the audit.

Mr. Powell, King and O'Grady departed from the meeting at 8:41 PM.

Mrs. Parente distributed copies of the audit report that will be made available at the Annual Town Meeting to be held on Monday, January 23, 2017. Following the report, on a motion made and seconded by Klimkoski/Brault, it was unanimously VOTED TO:

*Accept the June 30, 2016 Audit Report as presented.*



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### **Financial Report:**

Mrs. Parente presented and reviewed with the Board key financial reports for December and through January 16, 2017. 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. Finance Director Parente reported on registrars' need for new office equipment; recent maintenance/repairs at the library; the State's denial of \$75,000 LOCIP Funds; receipt of \$10,000 grant by BVFD for stretcher on new ambulance; and, the State's reduction in ECS to Region 10. Following discussion, on a motion made and seconded by Brault/ Klimkoski, it was unanimously VOTED TO:

*Accept the January 16, 2017 Financial Report as presented.*

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

The Board reviewed and discussed the December 30, 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 Achilli/Brault, it was unanimously VOTED TO:

*Accept the December 30, 2016, Tax Collector's Report as presented.*

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

Mr. Shafer reported on:

- Johnnycake Mountain Land Use Design Project; and,
- Status of Library Expansion Project.

### **Adjournment:**

Acting 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 Achilli/DiOrio, at 9:31 PM, it was unanimously VOTED TO:

*Adjourn the meeting.*

Respectfully submitted,

Andrew Klimkoski, Secretary