



Town of Burlington

BURLINGTON BOARD OF FINANCE REGULAR MEETING May 19, 2021

A meeting of the Burlington Board of Finance was held on Wednesday, May 19, 2021, as a virtual Zoom conferencing meeting. Board members present were: Gerald Mullen, Chairman, John Achilli, Susan Brault, Steve Carrier, John Kirschner and Mark Klepacki. Also in attendance were First Selectman Theodore Shafer, Finance Director Elisa Michell and Public Works Director Scott Tharau.

Chairman Mullen declared a quorum was present and called the meeting to order at 6:36 p.m.

Minutes

Minutes from the regular meeting held on April 21st and special meetings held on April 28th, May 5th and May 12th were reviewed. Following the review and discussion, on a motion made and seconded by Kirschner/Achilli, it was unanimously VOTED TO:

*Approve the April 21, 2021 minutes as presented.
Approve the April 28, 2021 minutes as presented.
Approve the May 5, 2021 minutes as corrected.
Approve the May 12, 2021 minutes as presented.*

Note: Mark Klepacki was not in attendance at the May 5, 2021 meeting.

Citizen Comments

None.

Correspondence

None.

Financial Report

Mrs. Michell reviewed and discussed key year-to-date financial reports for April 30, 2021 revenue and expenses. Expenses were generally on budget. Expenses were at 83% as of April 30, 2021. Bank/investment/reserve account balance reports prepared by Treasurer Savino were then reviewed and discussed. Following discussion, on a motion made and seconded by Brault/Kirschner, it was unanimously VOTED TO:

Accept the Financial Report as presented.

Tax Collector's Report

The Board reviewed and discussed the Tax Collector's Report. Reports covered information on collection, and uncollected, property taxes and sewer fees/taxes. Following discussion, on a motion made and seconded by Achilli/Kirschner, it was unanimously VOTED TO:



Town of Burlington

Accept the Tax Collector's Report as presented.

First Selectman's Report

Mr. Shafer reported that the Governor's Executive orders have been extended to June 30, 2021 and each board should decide on how to hold their meetings. The Town Hall is now open to the public during working hours. The Town Meeting on June 1, 2021 at this point can be live in place. A credit card addition to the Library EV Charger is being looked into.

Budget

Mr. Mullen said at this time the budget was complete with only two minor changes – one to the Audit Account and one to the Senior Housing Revenue to offset their audit increase. A possible zero mill increase was discussed with a note that to get there, a \$100,000 adjustment would be required.

Mr. Mullen noted that Avon had a zero-increase last year and as a result, this year, there is a 4% increase in this year's budget and therefore is not advisable.

The tax suspense report for \$34,079.11 was reviewed and a motion made and seconded by Kirschner/Carrier was unanimously passed to authorize Chairman Mullen to sign it.

Since we have a new auditor, they have advised us not to use their "Independent Auditor Report" in our annual Town Report. Mr. Mullen asked John Kirschner to form a group to draft a new and complete Town Report Draft by September for the Board's review.

Adjournment

There being no further business, on a motion made and seconded by Brault/Kirschner at 8:12 p.m. it was unanimously VOTED TO:

Adjourn the meeting.

Respectfully submitted,

Gerald Mullen

Gerald Mullen, Acting Secretary