



## Town of Burlington

### **BURLINGTON BOARD OF FINANCE REGULAR MEETING September 20, 2017**

A meeting of the Burlington Board of Finance was held on Wednesday, September 20, 2017, at the Town Hall. Board members present were: Chairman Anthony DiNicola, John Achilli, Sue Brault, and Gerald Mullen. Also in attendance were Finance Director Eleanor Parente and First Selectman Theodore Shafer.

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

#### **Minutes**

Minutes from the June 28, 2017 special meeting the August 30, 2017 special meeting were reviewed. Following the review:

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

*Approve the June 28, 2017 and August 30, 2017 minutes as presented.*

#### **Citizen Comments**

None.

#### **Correspondence**

None.

#### **Financial Report**

Mrs. Parente presented and reviewed with the Board key financial reports for August and through September 20, 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. She also discussed the following:

1. Transfers: Transfers made and books closed. Auditor will be here the first week in October.
2. 2017-18 Budget: Housekeeping Motions:

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

*Authorize Director of Finance Parente to make transfers within departments for expenses that are over budget notifying Department Heads.*



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On a motion to made and seconded by Achilli/Mullen, it was VOTED TO:

*Authorize the Director of Finance and Treasurer to transfer the balance in account for Long Term Maintenance J.C. Mews (2236) to Retention Pond Reserve (0427). Total in account approximately \$15,706.*

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

*Authorize the Director of Finance and Treasurer to transfer the balance in account for Forfeit Program (1632) to Retention Pond Reserve (0427). Total in account is approximately \$15.00.*

3. LOTCIP-Jerome Avenue: Town cost is \$55,000 for engineering. There was a discussion about moving money or waiting until the end to see the WMC-Engineering Budget. It was decided to wait until the end to see what the WMC-Engineering budget is.
4. Still on a freeze regarding capital and other large item purchases.

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

*Accept September 20, 2017 Financial Report as presented.*

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

The Board reviewed and discussed August, 2017, 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 Achilli/Mullen, it was unanimously VOTED TO:

*Accept Tax Collector's Report as presented.*

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

Mr. Shafer reported on:

1. Discussion regarding Federal Tiger Grants and State of Connecticut Route 4 Corridor Study.
2. WPCA – Lengthy discussion about the sewer system at the Town of Farmington.



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### **Executive Session**

Chairman DiNicola asked for a motion to go into executive session. On a motion made and seconded by Achilli/Mullen, at 8:45 p.m. it was unanimously VOTED TO:

*Convene into executive session and invite First Selectman Shafer and Finance Director Eleanor Parente.*

On a motion made and seconded by Mullen/Achilli, at 9:04 p.m. 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/Brault at 9:05 p.m. it was unanimously VOTED TO:

*Adjourn the meeting.*

Respectfully submitted,

Susan Brault, Acting Secretary