



Town of Burlington

BURLINGTON BOARD OF FINANCE REGULAR MEETING

October 18, 2017

A meeting of the Burlington Board of Finance was held on Wednesday, October 18, 2017, at the Town Hall. Board members present were: Chairman Anthony DiNicola, John Achilli, Sue Brault, Andrew Klimkoski and Gerald Mullen. Also in attendance were Finance Director Eleanor Parente, First Selectman Theodore Shafer, BVFD Fire Chief John Haviland, Fire Marshal Timothy Tharau, EMS Captain Michael Haaser and resident running for the BOF, John Kirschner.

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

Minutes

Minutes from the September 20, 2017 regular meeting were reviewed. Following the review, on a motion made and seconded by Mullen/Brault, (Klimkoski abstained) it was VOTED TO:

Approve the September 20, 2017 minutes as presented.

Citizen Comments

None.

Correspondence

None.

BVFD – Chief John Haviland

Chief John Haviland and EMS Captain Mike Haaser presented a report on a broke Lifepak cardiac monitoring unit that can't be repaired. A new unit costs \$32,000 - \$35,000 plus maintenance. Following discussions, on a motion made and seconded by Klimkoski/Brault, it was unanimously VOTED TO:

Approve spending up to \$38,000 from BVFD Reserve Account for purchase of a new Lifepak unit.

Chief Haviland then presented a report on protective gear and a broken scene light for Engine 4. The Board asked that the BVFD use existing approved budget funds to cover the light and immediate gear needs. It will consider setting aside funds in future budgets to cover replacement of volunteer gear. Mr. Haviland, Haaser and Tharau departed from the meeting at this time.

WPCA Chairman Bill Parente and member James Grappone joined the meeting and asked to be added to the BOF meeting agenda. Chairman DiNicola asked for a motion to add the



Town of Burlington

WPCA to the agenda. On a motion made and seconded by Klimkoski/Achilli, it was unanimously VOTED TO:

Amend Agenda to add WPCA Report.

WPCA Report

Mr. Parente, Grappone and Shafer reported on Town discussions with Avon, Canton and Farmington regarding Farmington's new sewer system. All the towns intend to contest Farmington's allocation of the new system's costs. WPCA requests funds to engage legal services. Following those discussions, on a motion made and seconded by Mullen/Achilli, it was unanimously VOTED TO:

Authorize up to \$5,000 from Legal Misc. for WPCA to use for legal fees.

Financial Report

Mrs. Parente presented and reviewed with the Board key financial reports for September and through October 17, 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 presented budget line items that can be zeroed out for approval and reported that 2017-18 pension contribution amount is \$74,065 more than budget. The Town's CPAs are recommending that the Board adopt two new policies governing debt management and reserve accounts. Draft policies were distributed to the Board. These will be discussed at next month's meeting with final policies targeted to be adopted at the December meeting. Following her report, on a motion made and seconded by Achilli/Brault, it was unanimously VOTED TO:

Approve transfer of \$37.40 from Town Plan Expense to Misc. Planning Agency to bring balance to zero.

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

Accept October 17, 2017 Financial Report as presented.

Tax Collector's Report

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

Accept Tax Collector's Report as presented.

First Selectman's Report:

Mr. Shafer reported on the status of the Library expansion project. The project is on target to be completed in November and it appears to be within budget.



Town of Burlington

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 Mullen/Achilli, at 10:03 p.m. it was unanimously VOTED TO:

Adjourn the meeting.

Respectfully submitted,

Andrew Klimkoski, Secretary