



## Town of Burlington

### **BURLINGTON BOARD OF FINANCE REGULAR MEETING**

February 21, 2018

A meeting of the Burlington Board of Finance was held on Wednesday, February 21, 2018, at the Town Hall. Board members present were: Chairman Anthony DiNicola, John Achilli, Sue Brault, Andrew Klimkoski, Gerald Mullen and John Kirschner. Also in attendance were Finance Director Eleanor Parente, First Selectman Theodore Shafer and John Haviland, BVFD Fire Chief.

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

#### **Minutes**

Minutes from the January 17, 2018 regular meeting were reviewed. Following the review, on a motion made and seconded by Klimkoski/Mullen, it was VOTED TO:

*Approve the January 17, 2018 minutes as presented.*

#### **Citizen Comments**

None.

#### **Correspondence**

None.

#### **BVFD**

Chief Haviland gave the board an update on recent purchase of a cardiac life pack and other approved equipment. Reported on new station at Lake Garda as well as Main Station roof repairs.

Chief Haviland departed from the meeting at 7:38 p.m.

#### **Financial Report**

Mrs. Parente presented and reviewed with the Board key financial reports for January and through February 21, 2018. 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 reported on municipal state aid payments not received and potentially to be reduced by the State. Following the review, on a motion made and seconded by Brault/Mullen, it was unanimously VOTED TO:

*Accept the February 21, 2018 Financial Report as presented.*

Chairman DiNicola requested copies of the Debt Management and Fund Balance policies be forwarded to the board for discussion at next month's meeting.



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

The Board reviewed and discussed the January 31, 2018 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/Mullen, it was unanimously VOTED TO:

*Accept the January 31, 2018 Tax Collector's Report as presented.*

**First Selectman's Report:** Mr. Shafer reported on a new employee in the Finance Department and interviews for new Resident State Trooper.

On a motion made and seconded by Kirschner/Brault, it was voted unanimously VOTED TO:

*Add to Executive Session Agenda: Discussion of Library and CPA Audit.*

### **Executive Session:**

Chairman DiNicola asked for a motion to go into executive session. On a motion made and seconded by Achilli/Brault, at 8:53 p.m. it was unanimously VOTED TO:

*Convene into executive session to discuss: Library, CPA Audit, Personnel, R.E. Acquisition & Contracts and invite First Selectman Shafer and Finance Director Parente.*

On a motion made and seconded by Brault/Achilli, at 9:28 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 9:28 p.m. it was unanimously VOTED TO:

*Adjourn the meeting.*

Respectfully submitted,

Andrew Klimkoski, Secretary