



Town of Burlington

BURLINGTON BOARD OF FINANCE SPECIAL MEETING January 16, 2019

A meeting of the Burlington Board of Finance was held on Wednesday, January 16, 2019, at the Town Hall. Board members present were: Anthony DiNicola, John Achilli, Sue Brault, Andrew Klimkoski and Gerald Mullen. Also in attendance were First Selectman Theodore Shafer and Finance Director Eleanor Parente.

Acting Chairman Mullen called the meeting to order at 7:35 p.m.

Minutes

Minutes from the November 28, 2018, special meeting were reviewed. Following the review and discussion, on a motion made and seconded by Brault/Achilli, it was unanimously VOTED TO:

Approve the November 28, 2018 minutes as presented.

Citizens Comments

None.

Correspondence

Invite from Region 10 to February 11th Estimate of Expenses Presentation.

Financial Report

Mrs. Parente presented and reviewed with the Board key financial reports for December and through January 16, 2019. Discussion covered fiscal year-to-date results and budget line item variances. The Board also reviewed non-budget account revenue and expenses. Bank/investment/reserve account balance reports prepared by Treasurer Savino were then reviewed and discussed. She also reported that the Police main radio receiver needs to be replaced and BVFD main station HVAC unit needs to be replaced.

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

Accept the January 16, 2019 Financial Report as presented.

Anthony DiNicola joined the meeting at 7:54 p.m. He asked Acting Chair Mullen to run the rest of the meeting.

Tax Collector's Report

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

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



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First Selectman's Report:

Mr. Shafer reported that the State requires all municipalities to have a 10-Year Plan of Conservation & Development Plan. The Town needs to submit its Plan by May 2020 and will need to engage outside help to work with Planning & Zoning. He also recently met with the Friends of The Library about potential fundraising Initiatives. Lastly, the Town received a communication from the State encouraging municipalities to work with furloughed federal workers who may be impacted by the government shutdown and cannot make local tax payments on time. He informed the Board it has no authority over tax collections, however, the Board expressed its support to waive late fees on current payments due this January.

Policy Revision

No discussion or action taken, moved to January 23rd special meeting agenda with annual audit report. Special meeting to start at 7:30 p.m.

Executive Session

Acting Chairman Mullen asked for a motion to go into executive session. On a motion made and seconded by Klimkoski/Brault at 8:44 p.m. it was unanimously VOTED TO:

Convene into executive session to discuss personnel-bargaining unit; real estate acquisition; contracts; security; and, litigation and invite First Selectman Shafer and Finance Director Parente.

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

Reconvene to public session.

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 Klimkoski/Achilli, at 9:04 p.m. it was unanimously VOTED TO:

Adjourn the meeting.

Respectfully submitted,

Andrew Klimkoski, Secretary