



Town of Burlington

BURLINGTON BOARD OF FINANCE REGULAR MEETING

Wednesday, January 20, 2016

A meeting of the Burlington Board of Finance was held on Wednesday, January 20, 2016, at the Town Hall. Board members present were: Chairman Anthony DiNicola, Sue Brault, Mark DiOrio, John Achilli, Andrew Klimkoski, and Gerald Mullen. Also in attendance were First Selectman Theodore Shafer, Finance Director Eleanor Parente, Barbara Dahle, Ordinance Committee Members Ed Jurkiewicz and John Derewonko.

Chairman DiNicola called the meeting to order at 7:31 p.m.

1. **Minutes:** Minutes from the December 15, 2015 meeting was reviewed:

MOTION TO: Approve December 15, 2015 minutes as presented (Brault/DiOrio). Klimkoski abstained due to absence. Motion passed.

2. **Citizen Comment:** Barbara Dahle expressed concerns about costs of ordinance services.
3. **Correspondence:** January 4, 2016 Region 10 invite letter for Board of Education Budget Meeting on February 8, 2016.
4. **Ordinance Committee:** Chairman Ed Jurkiewicz and John Derewonko reported on Town effort to review and organize its various Ordinances. They presented proposal from General Code to assist the Committee and publish the Town's Ordinances online for \$5,950. Committee and Board of Selectmen have voted to engage General Code. After discussion, Ed Jurkiewicz, John Derewonko, and Barbara Dahle departed.
5. **CPA Auditors:** Chris King, from King, King & Associates, presented the *Audited Financial Statements for the Year Ending June 30, 2015*, report and management letter. It was noted that the audit resulted in a "clean" opinion, meaning no material problems or errors were uncovered with the Town's record-keeping and year-end financial statements. New pension disclosure rules were highlighted. .

Following discussion, MOTION TO: Accept the June 30, 2015 Audit Report as presented (Achilli/Diorio). Motion passed unanimously. Chris King departed at 9:46 p.m.

6. **Financial Report:** Finance Director Parente reviewed the Financial Report for December 31, 2015. Key reports included fiscal year-to-date results and budget line item variances. 9000 account revenue and expenses; and bank/investment/reserve account activity and balances were also reviewed.

Following the review, MOTION TO: Accept the November 30, 2015, Financial Report as presented (Brault/Mullen). Motion passed unanimously.



Town of Burlington

7. **Tax Collector's Report:** The board reviewed and discussed December 31, 2015, Tax Collector's Reports. Key reports included fiscal year-to-date tax collections and sewer use collections. Following the review, MOTION TO: Accept the December 31, 2015, Tax Collector's Report as presented (Klimkoski/Brault). Motion passed unanimously.
8. **First Selectman's Report:** First Selectman Shafer discussed the following with the Board:
- First Selectman – Education and Training
 - CT Green Bank – Solar Energy Financing

Following discussion, MOTION TO: Add \$5,000 for Education & Training to First Selectman's Budget (Achilli/Brault). Motion passed unanimously.

9. **Executive Session:** Chairman DiNicola asked for a motion to go into executive session so the board could discuss: Personnel, Land Acquisition and Litigation Matters.

MOTION TO: Go into executive session and invite First Selectman Shafer and Finance Director Eleanor Parente (Klimkoski/Brault). Motion passed unanimously at 10:33 p.m.

MOTION TO: Exit from executive session (Klimkoski/Achilli). Motion passed unanimously at 10:58 p.m.

Chairman DiNicola asked if there was any further business to come before the board. There being no further business, a MOTION TO: Adjourn the meeting, (Brault/Mullen). Motion passed unanimously at 10:58 p.m.

Respectfully submitted,

Andrew Klimkoski, Secretary