



## Town of Burlington

### BURLINGTON BOARD OF FINANCE REGULAR MEETING

Tuesday, November 17, 2015

A meeting of the Burlington Board of Finance was held on Tuesday, November 17, 2015, at the Town Hall. Board members present were: Chairman Anthony DiNicola, Sue Brault, John Achilli, Andrew Klimkoski and Gerald Mullen. Also in attendance were First Selectman Theodore Shafer, Finance Director Eleanor Parente, Public Works Director Scott Tharau and LSM Students: Heather Carmody, Mitchell Roberge, Amanda Brown, Sydney Khim and Ryan Karanian..

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Chairman DiNicola called the meeting to order at 7:32 p.m.

**1. Minutes:** Minutes from the following meetings were reviewed:

MOTION TO: Approve 9/15/2015 minutes with the following amendments (Klimkoski/Flanagan):

#3 Add after first motion: Motion passed unanimously at 8:19 p.m.

#3 Add after second motion: Scott Tharau left the meeting.

#5 At the end of Correspondence, replace "Anthony DiNicola" with: Andrew Klimkoski

#6 Add second motion: MOTION TO: Accept the 9/15/2015 Financial Report as presented (Coates/Brault).

Motion passed unanimously.

#7 Second line, change "Collector;s" to "Collector's"

#7 4<sup>th</sup> line, change: "collection" to "collections"

Add #8. First Selectman's Report: Trash hauling delay costs and Town Hall IT Needs.

Motion passed unanimously.

MOTION TO: Approve 10/20/2015 minutes as presented (Klimkoski/Mullen). Motion passed unanimously.

**2. Citizen Comment:** None.

**3. Correspondence:** None.

**4. 2016 Calendar:** Meetings set for 3<sup>rd</sup> Wednesday of each month effective January 2016.

**5. Financial Report:** The board reviewed and discussed the 10/31/2015 Financial Report. 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.

Public Works Director Scott Tharau was present to report on the need for equipment to maintain retention ponds. Public Works fixed and maintained fire trucks and ambulances which saved the Town money.



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Following discussion, a MOTION TO: Authorize purchase of a bobcat skid steered loader on trucks not to exceed \$60,000 to be taken out of the Retention Pond Fund (Achilli/Brault). Motion passed unanimously. Director Tharau left the meeting at 8:14 p.m.

Director of Finance: Bristol Hospital letter dated 10/6/2015 concerning 2014-15 contract billing error; Taine Mountain Open Space – DEEP Grant Money must be paid up front by the Town which will be presented at a Special Town Meeting on 12/8/2015; vault door repairs; ECS money increase nearly offsets State Property PILOT Grant Reduction; and Election Budget.

Following the review, MOTION TO: Accept the 10/31/2015 Financial Report as presented (Achilli/Flanagan). Motion passed unanimously.

All five LSM Students left the meeting at this time.

- 6. Tax Collector's Report:** The board reviewed and discussed 10/31/2015 Tax Collector's Reports. Key reports included fiscal year-to-date tax collections and sewer use collections. Following the review, MOTION TO: Accept the 10/31/15 Tax Collector's Report as presented (Klimkoski/Brault). Motion passed unanimously.

MOTION TO: Add "Personnel" to Executive Session on Agenda (Flanagan/Brault). Motion passed unanimously.

- 7. Executive Session:** Chairman DiNicola asked for a motion to go into executive session so the board could discuss: Personnel and Real Estate Acquisitions.

MOTION TO: Go into executive session and invite First Selectman Shafer and Finance Director Eleanor Parente (Brault/Mullen). Motion passed unanimously at 9:36 p.m.

MOTION TO: Exit from executive session (Mullen/Achilli). Motion passed unanimously at 10:14 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, (Mullen/Flanagan). Motion passed unanimously at 10:26 p.m.

Respectfully submitted,

Andrew Klimkoski, BOF Secretary

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Date Approved