



## Town of Burlington

### **BURLINGTON BOARD OF FINANCE REGULAR MEETING Wednesday, June 15, 2016**

A meeting of the Burlington Board of Finance was held on Wednesday, June 15, 2016, at the Town Hall. Board members present were: Chairman Anthony DiNicola, Sue Brault, John Achilli, Mark DiOrio, Paul Flanagan, and Gerald Mullen. Also in attendance were First Selectman Theodore Shafer, Finance Director Eleanor Parente, BVFD members Tim Tharau and Adam Turick.

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

#### **Minutes**

Minutes from the May 18, 2016, regular meeting, May 23<sup>rd</sup> public hearing, May 25<sup>th</sup> and June 7<sup>th</sup> special meetings, were reviewed. Following the review:

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

*Approve May 18, 2016 minutes as presented.*

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

*Approve May 23, 2016 minutes as presented.*

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

*Approve May 25, 2016 minutes as presented.*

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

*Approve June 7, 2016 minutes as presented.*

**Citizen Comments:** None.

**Correspondence:** None.

**Update on BVFD Monce Road Project:** Overview of project cost, update of radio systems and costs.

#### **Financial Report**

Finance Director Parente reviewed the Financial Report for May 31, 2016. Key reports included fiscal year-to-date results and budget line item variances. Non-Budget account revenue and expenses, along with bank/investment/reserve account activity and balances, were also reviewed. Mrs. Parente also reported on budget variances forecasted for year-end. Following the review, on a motion made and seconded by DiOrio/Flanagan, it was unanimously VOTED TO:



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*Accept the May 31, 2016, Financial Report as presented.*

**2016-17 Budget** passed at Town Meeting.

The board reviewed and discussed the 2015-16 budget.

Following the discussion with Finance Director, on a motion made and seconded by Flanagan/Brault it was unanimously VOTED TO:

*Transfer under-expensed line items to over-expensed line items.*

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

*Approve the Director of Finance to make any year end transfers necessary for a zero line item 2015-16 expense yearend balance.*

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

The Board reviewed and discussed the May 31, 2016, 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 Flanagan/DiOrio, it was unanimously VOTED TO:

*Accept the May 31, 2016, Tax Collector's Report as presented.*

### **First Selectman's Report**

Mr. Shafer reported on: Library addition status, update on CERT, meeting for Bonding, and update of Johnnycake Mountain Land Purchase.

### **Executive Session**

Chairman DiNicola asked for a motion to go into executive session. On a motion made and seconded by Achilli/Brault, at 8:45 p.m. it was unanimously VOTED TO:

*Convene into executive session to discuss personnel - Salaries and Real Estate Acquisition Status, inviting Mr. Shafer and Mrs. Parente.*

On a motion made and seconded by Achilli/Brault, at 8:54 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 Flanagan/Brault, at 8:55 p.m. it was unanimously VOTED TO:



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*Adjourn the meeting.*

Respectfully submitted,

Mark DiOrio, Acting Secretary