



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Andreas Bisbikos, First Selectman

BOARD OF FINANCE SPECIAL MEETING

December 14th, 2022 – 7:00 PM

Minutes

Hybrid: Town Hall - Meeting Room 1 & Via Zoom

Please click the link below to join the webinar:

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2023 JAN -9 AM 8:39
Mike Egan
GAYLE FERRMAN
TOWN CLERK

BOF Members Present: Andrea Migliaccio, John Thomas, Tim Vaillancourt, Mike Hayes.

BOF Members Absent: Mike Egan, Art Shilosky.

Also Present: First Selectman: Andreas Bisbikos, BOE: Chris Rivers, Business Director: Rachel Linkkila, Finance Director: Debbie Kratochvil, Public Works Director: John Jones.

1. Call To Order: BOF Chair A. Migliaccio called the meeting to order at 7:01 PM
2. Pledge of Allegiance
3. Correspondence: None
4. Additions to the Agenda: A. Migliaccio motioned to make an adjustment to the agenda, to move item number 8 to number 12 and move the others down by one. Motion second by J. Thomas. All members in favor via roll call. **MOTION PASSED.**
5. Approval of the Minutes 10/19, 10/26, 11/15, 11/21: M. Hayes motion to approve the BOF minutes for the 10/19/22, 10/26/22, 11/15/22 and 11/21/22 meetings. Motion second by J. Thomas. All members in favor via roll call. **MOTION PASSED.**
6. Citizens Comments: None
7. BOE
 - a. BOE Budget Process and communications: R. Linkkila spoke about where the BOE is currently in preparation for the budget process and about the new superintendent. She also spoke about the budget calendar and that they would be able to meet the calendar criteria. C. Rivers added that the administrators are preparing the budget to present it to the superintendent and that the BOE will go through it as well. A. Migliaccio asked how the public and BOF can stay informed about the BOE budget. R. Linkkila said that she could not speak on that and they would know better once the new superintendent has started. A. Migliaccio and R. Linkkila spoke about reporting and access to information, what data is wanted and if there will be access to that information. A. Migliaccio asked if there will be a BOE Budget Committee. C. Rivers said that for now they are operating as a whole and will eventually decide if they will break out into committees. A. Migliaccio asked if Dr. Hughes will be presenting the budget. R. Linkkila said that she believes that the new superintendent will be presenting the budget. A. Migliaccio confirmed that the dates on the proposed budget calendar would work with the BOE. R. Linkkila and C. Rivers said that they don't see any problems with the dates.

8. Department Reports:

- a. Finance: A. Migliaccio shared the expenditure and revenue reports on her screen. The board discussed the reports and any questions they had with D. Kratochvil. They also reviewed some particular line items.
- b. Tax Collector: A. Migliaccio pulled up the tax collector report. She also asked A. Bisbikos to put her post on his news blast.

9. First Selectman:

- a. Transfers:
 - i. Possible action to recommend a transfer in the amount of \$100,000 from Road Improvement to Professional Service for tree removal as recommended by the Public Works department and the Board of Selectmen: J. Jones discussed the reasoning for the transfer and tree removal needs with the board and A. Bisbikos. M. Hayes motioned to transfer in the amount of \$100,000 from Road Improvement to Professional Service for tree removal as recommended by the Public Works department and the Board of Selectmen. Motion second by T. Vaillancourt. All in favor via roll call. **MOTION PASSED.**
- b. First Selectman's Report: A. Bisbikos shared his report about an agenda addition for the next BOS meeting for a possible motion to award the bidding contract for BRD Builders for the Senior Center project.

10. New Business

- a. Budget Calendar
 - i. Regular Meeting Schedule: A. Migliaccio pulled up the regular meeting schedule. M. Hayes motioned to approve the schedule for 2023, meetings are to be held the 2nd & 4th Wednesday at Town Hall at meeting Room 1; with Hybrid technology, when available. Motion second by T. Vaillancourt. All in favor via roll call. **MOTION PASSED.**
 - ii. Budget Process: A. Migliaccio pulled up the budget development process document. The board has no questions or concerns regarding the document. J. Thomas motioned to approve the budget development process for 2023. Motion seconded T. Vaillancourt. All in favor via roll call. **MOTION PASSED.**
 - iii. Budget Calendar: A. Migliaccio pulled up the budget calendar. J. Thomas motioned to approve the calendar with the first public hearing on March 7th. Motion second by M. Hayes. All in favor via roll call. **MOTION PASSED.**
- b. Liaison Roles
 - i. Fill in 2023 Liaisons: A. Migliaccio pulled up the liaison table for the board to discuss and assign board members to their liaison roles.
- c. Survey Monkey Discussion: A. Migliaccio and the board discussed who would take on the survey monkey.

11. Budget Priorities:

- a. Workbook Review: A. Migliaccio pulled up the workbook and reviewed it with the board.

12. Liaison Reports: None

13. Citizens Comments: None

14. Next Steps: A. Migliaccio spoke about canceling the December 28th, 2022 meeting due to the holiday.

15. Adjournment: T. Vaillancourt motioned to adjourn the meeting. Motioned second by J. Thomas. All in favor via roll call. **MOTION PASSED.** Meeting adjourned at 8:01 PM.

Submitted by,

Megan Trujillo, BOF Clerk