



Town of Hartland
22 South Road
EAST HARTLAND, CT 06027
860-653-6800
www.hartlandct.org

Re: **Regular Meeting Minutes for the Hartland Board of Finance**

Date: December 20, 2023

Time: 7:30 PM

Place: Hybrid – 22 South Road, East Hartland, CT and Zoom (2474243820)

Board Members Present: Chair Tom Kean, Vice Chair Nicole Bernabo, Tim Irwin, and Heather Penman

Board Alternates Present: Frank Monchun, and Fletcher Smith

Others in Attendance: Magi Winslow – First Selectman, Karen Eseppi – Treasurer, Imma Canelli – Superintendent, Scott Levan – Selectman, and Greg Sottile - Selectman

1. The Regular Meeting was called to order at 7:32 pm by Chair Tom Kean.

2. Review/Approve Minutes:

A. The minutes from the September 20, 2023 Regular Meeting were briefly discussed.

B. The minutes from the October 18, 2023 Regular Meeting were read. **Tim Irwin made a motion to amend the minutes as follows:**

Item 2 – **change** “Special Meeting” to **“Regular Meeting”**.

Item 3 – Expenses/Reports second dot point – change three occurrences of “Selectman Winslow” to **“First Selectman Winslow” for three occurrences.**

Expenses/Reports third dot point – **remove “\$82,000”**.

Amended September 20, 2023 minutes – Page 2, first dot point – change “accept the Board of Selectman reports/expenses for July and August 2023” to **“accept the Board of Education reports/expenses for July and August 2023.”**

Vice Chair Nicole Bernabo seconded the motion to amend the minutes. Heather Penman abstained. Motion carried.

C. The minutes from the November 15, 2023 Regular Meeting were read. **Vice Chair Nicole Bernabo made a motion to amend the minutes as follows:**

To remove the sentence at the end of the meeting after the Adjournment.

Chair Tom Kean seconded the motion to amend the minutes. Heather Penman abstained. Motion carried.

D. **Heather Penman made a motion to seat Frank Monchun as an alternate for the meeting. Tim Irwin seconded the motion. Frank Monchun abstained. Motion carried.**

Tim Irwin made a motion to seat Fletcher Smith as an alternate for the meeting. Heather Penman seconded the motion. Fletcher Smith abstained. Motion carried.

3. Expenses/Reports:

A. **Board of Education:** As of November 20, 27.75% of the budget has been expended. They are beginning the budget process.

B. **Board of Selectmen:** As of November 30, 2023, 43.21% of the budget has been expended. The budget is in good shape. They will begin working on the budget in January 2024. Line 012 – Planning & Zoning is over by \$642.47.

These minutes are not official until accepted at a subsequent meeting.



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3. Expenses/Reports: (CONTINUED)

C. **Treasurer:** Tax collections are on target. Investment Income is coming in higher than anticipated. The Library Account has \$695.11 in their current budget as a result of their new digital platform. Upgrades are more than anticipated and it is expected that this line item will run in the red this budget year.

Heather Penman made a motion to accept the Treasurer's Report as presented. Vice Chair Nicole Bernabo seconded the motion. Motion carried.

Heather Penman made a motion to eliminate motions for Board of Education and Board of Selectmen reports. Vice Chair Nicole Bernabo seconded the motion. Motion carried.

4. Transfer Station contracts and upcoming fee changes presented by the Board of Selectmen. Selectman Scott Levan met and spoke with Paines about servicing the Transfer Station's needs. More information is expected soon. Mattress recycling will be done at no additional charge. There is a company who will recycle paint and they have provided a container box for the paint cans. Year over year they are seeing an increase in revenue from taxpayers who are disposing of items. It is expected there will be a gradual increase in revenue collected from disposal charges. The Transfer Station charges are currently being updated.
5. Old Business: Treasurer Karen Eseppe will make a phone call about the new fire truck. The Audit has been extended to January 31, 2024. Chris King from King, King & Associates C.P.A.s will be available to attend the February 21, 2024 meeting to give his report.
6. New Business:
 - A. The Board of Finance calendar on the Town Website should show the beginning start time only of 7:30 pm.
 - B. The Board of Finance budget is due by January 8, 2024. Chair Tom Kean asked First Selectman Magi Winslow for an extension until the January 17, 2024 meeting. First Selectman Magi Winslow granted the extension.
7. Communication and Public Comment: NONE
8. The next meeting for the Hartland Board of Finance will be held Wednesday, January 17, 2024 at 7:30 pm. **Tim Irwin made a motion to adjourn the Regular Meeting of the Board of Finance held on Wednesday, December 20, 2023 at 8:41 pm. Heather Penman seconded the motion. Motion carried.**

Respectfully submitted,

Connie Irwin
Recording Secretary

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