



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: March 20, 2024

Time: 7:30 PM

Place: HYBRID MEETING

Attendance: Chair Tom Kean, Tim Irwin, Philip Groth, Fletcher Smith, Laura Irwin and Frank Monchun.

Not in attendance: Heather Gust, John Ferro (alternate)

Others in Attendance: Magi Winslow – First Selectman, Karen Eseppi - Treasurer, Greg Sottile - Selectman, Superintendent Canelli, Board of Education committee member Ellen Smith.

Vice Chair Nicole Bernabo joined at 7:43pm.

1. Chair Tom Kean began the meeting at 7:35pm. Mr. Groth made a motion to seat alternate Smith. Seconded by Mr. Irwin. Mr. Irwin made a motion to seat alternate Monchun. Seconded by Mr. Groth.
2. The Board reviewed the February 21, 2024 minutes. Mr. Groth made a motion to amend line 9 of the February 21 minutes to show “Mr. Kean reported that a second meeting in March will be needed due to budget review, the Board of Selectmen will present budgets on March 13 at 7:30 PM”. The motion was Seconded by Mr. Irwin. Motion carried unanimously. Mr. Monchun made a motion to approve the February 21, 2024 and March 13, 2024 minutes. Seconded by Mr. Groth. Motion carried unanimously.
3. Selectman Winslow presented the Board of Selectman’s budget. The budget is 62.35% expended through the 29th of February 2024. The budget is anticipated to be on track, except for the Planning and Zoning line which is over budget due to State of Connecticut mandated housing plan, and the Communications and Civil Defense line which is over budget due to Covid related mileage, supplies and meeting expenses. Selectman Winslow also noted there will be a statistical update performed internally by the Assessor’s office in early 2025.
4. Ms. Eseppi presented the Town Treasurer’s report. The tax collections are at 98.74% through the end of February. The interest continues to accrue on Town investments which is positive. She further updated the Board on the Peck Orchard Bridge grant. Mr. Monchun made a motion to accept the Treasurer’s Report. Seconded by Mr. Irwin. Motion carried unanimously. Vice Chair Bernabo entered the meeting after this motion was made.
5. Superintendent Imma Canelli presented the Board of Education budget for the month ending February 2024. The budget is 57.46% expended to date. Superintendent Canelli indicated that the budget is anticipated to be on track for the remainder of the year.
6. Superintendent Canelli presented the 2024-25 budget. The Hartland per pupil expenditure is \$23,059. The Board of Education is proposing a 1.7% increase to the 2024-25 budget in the amount of \$96,037. If there are no further unanticipated expenditures, the BOE may be able to return \$100K to the Town which would offset the proposed increase. There are 18.3 FTE’s and there are approximately 5.5 FTE’s at the highest steps. The Board of Finance discussed the budget, including salaries, utilities, transportation and special education expenditures.



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7. Treasurer Eseppi discussed the anticipated overall Town budget, as presented (overall 3.5% increase), and what the possible impact would be if there were no changes. Ms. Eseppi estimates an approximate .5 mil rate increase as a worst case scenario. (1 mil equals approximately \$220,000.) This includes the forecast that money would be returned from the BOE and BOS at the end of the fiscal year. She further reviewed the municipal reserves and anticipated capital expenditures based on questions from the BOF members.
8. If there are no changes made to the budgets, the total recommendation for the 2024-25 budget will be \$8,168,976. The Board of Finance discussed the fiscally conservative decisions made by the Town in the last 3 years, including a total of a .25 mil rate average increase versus other CT town mil rate increases. The Board further discussed the risk in not adding to the municipal reserve which could require bonding for capital projects in the future. The Board also reviewed the compensation rates for the Town employees and Board of Education employees as reasonable. In preparing compensation increases, the Board of Selectman used the NWCOG annual salary survey. The Board further discussed projected grants and capital expenditures in future years. Selectman Winslow reiterated the needs in the increase of the BOS budget and the need this year for the additional administrative employee to begin role transition, plus the need for guardrails, tree work and other public works projects.
9. After discussion, Mr. Monchun made a motion to approve the 2024-25 budget in the amount of \$8,168,976. Seconded by Mr. Smith. Motion carried unanimously.
10. Mr. Groth made a motion to adjourn the meeting at 9:11 pm. Mr. Monchun seconded the motion. Motion carried unanimously.

Minutes drafted by:

Tom Kean

Chair, Board of Finance, and

Nicole A. Bernabo

Vice Chair, Board of Finance