

**TOWN OF BOZRAH
SPECIAL MEETING
BOARD OF FINANCE
ZOOM - VIDEO CONFERENCE
August 24, 2020**

Item 1: Chairman Mike O'Connor called the Special Meeting of the Bozrah Board of Finance(BOF) to order on the Video Conference Application Zoom on August 24, 2020 at 7:00p.m.

Members Present: Chairman Mike O'Connor, Raymond Barber, Michel Leask, Phil Lavallee, Steve Seder

Others Present: First Selectman Carl Zorn, Selectman Bill Ballinger, Selectman Glenn Pianka, Town Treasurer Diana Santo, BOE Jeanne Goulart, Financial Manager Sue Lyon, and 2 members of the public.

Item 2: Public Comment

No public comment.

Item 3: Review minutes from the Board of Finance meetings on June 22, 2020 and July 9, 2020

R. Barber noted a correction to Jeanne Goulart's title to BOE Chair.

MOTION 1: R. Barber made a motion to accept the minutes for the June 22, 2020 meeting as corrected. M. Leask seconded the motion.

Vote 4 yes - 1 abstained - **MOTION CARRIED**

MOTION 2: R. Barber made a motion to accept the minutes for the July 9, 2020 meeting as presented. P. Lavallee seconded the motion.

Vote unanimous - **MOTION CARRIED**

Item 4: Hear and act on request from the Board of Education for funding to mitigate COVID-19 challenges

J. Goulart, Board of Education Chair, presented the Board with a request for an additional \$89,400 from the town to cover COVID-19 challenges.

Attachment 1

M. Leask questioned how the janitorial services would be covered. J. Goulart noted the current janitorial staff will cover an extra ½ hour and the remaining time will be covered by a temporary contractor. M.

Leask also questioned if there was money budgeted to purchase more PPE equipment than had been ordered already. J. Goulart noted that is reflected in the \$50,000 for PPE, bus cleaning and substitute costs. M. Leask questioned if they had applied for the COVID-19 relief funding. J. Goulart noted Superintendent Ruth Levy can submit an application for reimbursement.

R. Barber questioned if the bus companies should be responsible to cover the bus cleaning. J. Goulart noted it is the schools responsibility to cover the costs of the extra cleaning necessary for the buses, and the costs should be reimbursed from COVID-19 relief funding. R. Barber also questioned why teachers are required 10 days of quarantine if exposed instead of 14 days. J. Goulart noted that is the guidance they received not including the weekends. R. Barber questioned the rate for the temporary janitorial contractor. J. Goulart noted they estimated an hourly rate of \$20. R. Barber questioned if a survey has been conducted on how many parents plan to send their children to school on the buses. J. Goulart noted they have. She also noted the school is required by law to have transportation for all students, even if the parents elect not to use it. R. Barber questioned if the BOE has received any money from the state for COVID-19 relief. J. Goulart noted they have not received any money yet and they do not know when to expect it.

C. Zorn questioned if there would be an increase in bus traffic. J. Goulart noted she will check with the bus companies as to how adding Kindergarten to the half day run will affect fuel use.

MOTION 3: M. Leask made a motion to approve the Board of Education's request for \$89,400 from capital project to its own line item to cover COVID-19 challenges . S. Seder seconded the motion.
Vote unanimous - **MOTION CARRIED**

Item 5: Hear and act on request from the Board of Selectmen to allocate money for the fuel oil tank replacement

C. Zorn presented the Board of Finance with a request for \$165,000 for the fuel tank replacement at the school. He noted the need to allocate the money for the full project to apply for grants. C. Zorn noted they are expecting to get back 65% of that cost.

C. Zorn update S. Seder on the project, noting Jim Ericson from Lenard Engineering supplied the estimate.

P. Lavallee asked if there was a timeline for the job. C. Zorn noted it is unknown.

MOTION 4: R. Barber made a motion to allocate \$165,000 to capital projects for the replacement of the above ground fuel oil tank from the general fund. P. Lavallee seconded the motion.
Vote unanimous - **MOTION CARRIED**

Item 6: Public Comment

Selectman Bill Ballinger commented that a public meeting needs to be physically posted 24 hours before the meeting posting a meeting. B. Ballinger also commented he was pleased with the money coming in from the COVID-19 relief funds.

J. Goulart commented the motion for the BOE funds should include where the money was coming from and that it was being moved to a new line item.

R. Barber commented on his issues with the zoom platform, requesting they discuss getting together in person for future meetings.

Item 7: Adjourn

MOTION 5: S. Seder made a motion to adjourn the meeting at 7:46 p.m. M. Leask seconded the motion.
Vote unanimous - **MOTION CARRIED**

Respectfully submitted for the Board,

Heather Barber
Recording Secretary