

TOWN OF SCOTLAND

BOARD OF SELECTMEN

Scotland Town Hall - 9 Devotion Road, P.O. Box 288 Scotland, CT 06264
(860) 456-7797 ext.1



BOARD OF SELECTMEN MEETING

October 27th, 2025 - 7:00pm

Location: Scotland Town Hall – First Selectman’s Office

Special Meeting Minutes

1. The meeting was called to order at 7:02pm by First Selectman Dana Barrow Jr. Present: First Selectman Dana Barrow Jr.; Selectman Mike Gurnack; Selectman Bart Laws; Treasurer David Zito; Executive Administrator Wendy O'Connor.
2. Additions to Agenda:
 - **MOTION:** Motion made by Selectman Milke Gurnack to add approval to apply for funding through the recreational trails grant as item 7a, seconded by Bart Laws. Motion carried.
3. Audience with Citizens: None
4. Approval of previous BOS Meeting Minutes:
 - **MOTION:** Motion made by Selectman Milke Gurnack to approve the minutes of the September 24th, 2025 Board of Selectmen Meeting, seconded by Bart Laws. Motion carried.
5. Treasurer’s Report: Report presented by Treasurer David Zito. (report attached to minutes)
 - Treasurer David Zito presented the proposal from Mahoney Sabol for professional auditing services for the next 3 fiscal years. There was a minimal fee increase.
 - **MOTION:** Motion made by Mike Gurnack to enter into a 3-year contract with Mahoney Sabol for professional auditing for the Town of Scotland, seconded by Bart Laws. Motion carried.
6. Approval of Tax Refunds
 - **MOTION:** Motion made by Selectman Milke Gurnack to approve tax refunds to Douglas Rochester for \$374.02 and Christopher Clark for \$59.40, seconded by Bart Laws. Motion carried.
7. Audience with Citizens: None
- 7a. Discussion was on applying for funding through the recreational trails RFP that was put out by DEEP. Selectman Bart Laws believes this would be appropriate for restoring the library property. There is a 20% match from the town that is required. Volunteer time would be considered as part of the match. Hours could be proposed for work to be done by our DPW staff. The proposals are due in March, 2026. It is better to get the proposal early because usually what happens is the later it is submitted there is a risk of the money being gone. There is a lot of emphasis on citizen participation. We have a volunteer group that has already done some work on the library property. Further discussion was held on additional ways the grant could be used.

- **MOTION:** Motion made by Mike Gurnack for the Town of Scotland to submit a proposal with DEEP for recreational trails, seconded by Dana Barrow Jr. Motion carried.

8. Selectmen's Report

- Budget: The number of students attending PHHS has gone up dramatically this year after 5 years of steady decline. I will be asking for zero increases in town budgets except for the salary of the employees and Insurance Premiums
- State Mandates: No new mandates this month
- Zip Code Issues: No updates (with the Government shut down will delayed it quite a bit)
- NECCOG: They have hired an HR person to help with towns on HR issues. NECCOG is working to get the animal services back on budget. It is very much in the red now. NECCOG have posted for an Economic Development/Grant Administration Position to help with the local towns program. FOI training is scheduled for December.
- Council of Small Towns [COST]: I attended the annual COST meeting last week in Southington. 100 % of the town's CEO thought the 14-day voting is too long. Stephanie Thomas said the number of days will not be shortened but we can shorten the hours. State Comptroller and the State Treasurer stated even with the financial issues going on in the State the State Budgets are in rather good shape. Both individuals have a good handle on the States' finances and are trying to hold the line on spending and they both agree on budget guardrails. The Pension fund is about 40% funded now. The Council understands there will be a special session in mid-November to pass HB 5002 through. No information on what changes are going to be proposed.
- Connecticut Conference of Municipalities [CCM]: The CCM representative met last week to discuss any ongoing issues with the town. The town has registered the First Selectman to attend CCM annual conference at Mohegan Sun.
- Road Safety: At the Town Meeting the Speed Ordinance did not pass. It was a tie vote. A group of concerned residents will be getting together to make more information available, and the BOS will most likely be bringing it up for another vote this spring. If the Trash Plant in Plainfield gets approved, I believe this ordinance will pass easily.
- The Town Hall Renovation Project: We received back the Town Hall Renovation and Site work cost back. The cost is significantly higher than the available funds. The committee is now exploring areas that can be cut back, doing some work in-house and reaching out for more available funds.
- Roads / Public Works. Public Works have taken delivery of the new Massey Ferguson Tractor. The Climate controlled cab is much larger and can utilize the new mower that was purchased in 2023 without breaking all of the control arms.
- Bridges: The vote on financing was passed at the Town meeting on October 7th. We interviewed prospective companies to do the Bass Rd. Bridge Inspection last week and one was chosen. We are waiting to hear back from DOT before awarding them the contract.
- Fire Department: I attended a COST meeting last week and one of the items that came out is since 2018 the State has lost 51% of its Volunteer Fighters. The State is looking to make up a program similar to the resident trouper program for state Firefighters. This will take a few years to develop. We are lucky to have such a dedicated group of volunteers in this town.
- The Town of Scotland: The proposed Town Blight Ordinance failed to pass at the Town meeting. The Zoning Commission may decide to rewrite and try again. The ZEO and Wetlands Officer will have Office hours every Wednesday from 5:00 PM to 7:00 PM

- Grants: Community Center maintenance Grant: The Grant Construction Information has been placed on the State Web Site, closing set for November 25th.
- Grange Hall: Farmers' Market is closed for the season This is a very successful venture.
- Town Gazebo: We are also looking to replace the roof on the Gazebo. The roof is deteriorating and there are number of holes now. We are looking for contractors to bid on the replacement.
- Solar Project: Sitting Counsil will render a decision by January 21st.
- Cell Tower: They will be installing a cell tower on Bass Rd in Windham next to the Scotland Town line on Kemp Rd. Please write any opposition to the Siting Council.
- Landfill Permit: Sticker are available for purchase at a cost of \$ 25.00 per household from the Town Clerk Monday and Thursday from 9-3 PM and Wednesday from 1-7 PM.
- *Scotland residents: My door is always open to discuss anything, and the BOS meets on the 4th Wednesdays, I encourage all residents to come to the meetings.*

9. Motion to adjourn at 7:52pm made by Mike Gurnack, seconded by Bart Laws. Motion carried.

**Town of Scotland, Treasurer's Report
October 22, 2025 Board of Selectmen Meeting**

September 2025 Financials

- The month end close is complete for General Fund and all other Funds for September. Tonight's report includes the preliminary General Fund P&L through September 30, 2025 along with the Combined P&L and BS for all Funds for the 1st Quarter ending September 30, 2025. September bank statements, Tax revenue/collections and interfund reconciliations have been completed. BOE expenses have been reconciled for September.
- Total Current Year Tax Revenue Collections for the 3 months ended September 30, 2025, totaled \$2.68M, which is 54.8% of the full year's budget. Back tax collections total \$14.1k. Current year interest totaled \$3.4K and interest on back taxes was \$3k. Total collections for the month of September totaled \$29.1K.
- General Revenues totaled \$23.4K, 47.2% of the full year's budget. Departmental Revenues totaled \$11.6K, 21.6% of the full year's budget.
- State Grant revenues totaled \$15.9K, 1.2% of the full year budget.
- Total Revenues total \$2.73M, 43% of the full year's budget.
- General Government expenditures totaled \$700K, 30.9% of the full year's budget. This includes FY 26 CNR contributions for the year, 1 lease payment on the fire truck and 1 quarterly interest payment on the note payable to Berkshire.
- Scotland Elementary School expenses totaled \$403.6K, 16.4% of the full year budget. RD11 District School expenses totaled \$287.7K, 18% of the full year budget (2 of 11 payments are reflected).
- General Fund cash on September 30, 2025 totaled \$2M of which \$361k was held in the STIF investment account. There was another \$767K held in a STIF account for the investment and other funds (including CNR funds). Between the two STIF accounts, the Town earned interest totaling \$11.3K in FY 2026.

FY26 Capital Expenditures

FY 26 Capital Expenditures have been incurred through September 30, 2025 as follows:

- Kemp Road Bridge Fund - \$11.2K (Engineering Costs).
- Town Hall Renovation Fund – \$8.5K (FY 26). Through September 30, 2025, we have incurred \$274K in costs from the start of the project and \$237K has been received in reimbursements. The Town portion of the project to date is \$37K.
- Town Aid Road - \$95.9K (Paving Kemp Road)
- STEAP Public Safety Complex - \$625
- There is \$453K available to spend in CNR funds as of September 30, 2025.

Other Activities

- The Bond Resolution for short term financing was approved at the Special Town Meeting on October 7, 2025. Our Counsel will prepare a Request for Proposals which will be submitted to banks to solicit financing offers.
- Personnel Manual – No feedback has been received. We need to clarify the policy since the State now requires us to book a liability for unpaid absences on our financial statements. Input is requested so that a revised version can be presented at the November BOS Meeting.

- Form DE-2017 reporting for OPM Administered Grants has been filed for FY 24 & 25.
- Municipal Grant in Aid Reporting has been filed with DOT
- Worker's Comp Audit for FY 25 has been completed and submitted to CIRMA.
- Firefighter Cancer Fund Report has been submitted and paid.
- Our Municipal Revenue Sharing Grant has been delayed due to the State Comptroller needs additional time to verify the accrued funds. We usually receive the payment on Oct 1. We are expecting approximately \$13.9K this fiscal year.
- Preliminary estimates shows that Scotland's student enrollment at RD11 may increase by 14 students or 40% over the current enrollment. This will likely have an impact on the FY 27 budget.
- We have received a proposal to extend our Auditing Services contract and additional 3 years from Mahoney Sabol. Since the Town had engaged Mahoney Sabol, we have completed our audit report timely in 3 of the last 4 years. Last year, only 75 of the 169 Towns met that deadline. The Treasurer recommends that that Board of Selectmen accept the proposal and make a motion to Appoint Mahoney Sabol as our auditors for FY 26.