

# 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 January 20<sup>th</sup>, 2026 - 7:00pm

**Location: Scotland Volunteer Community Hall  
47 Brook Road**

### Meeting Minutes

1. The meeting was called to order at 7:02pm by First Selectman Dana Barrow Jr. Present: Selectman John Aldrich; Selectman Michael Gurnack; Treasurer David Zito; Executive Administrator Wendy O'Connor (virtual)
2. Additions to Agenda: None
3. Audience with Citizens: None
4. Approval of previous BOS Meeting Minutes
  - **MOTION:** Motion made by Michael Gurnack to approve the minutes of the December 30<sup>th</sup>, 2025 Board of Selectmen meeting, seconded by John Aldrich. Motion carried.
5. Treasurer's Report:
  - Treasurer David Zito presented the treasurer's report. Attached to minutes.
  - Discussion was held on Windham Tax Collection services. Revenue department is short staffed right now and it will be a while before the office is fully staffed. There are no staff available to come to Scotland for a tax collection day and reports are not coming in. May have to revisit the contract that with have with Windham.
  - Discussion was held on the Liquor Surcharge Fund and what it could be used for. The funds can be used for environmental purposes only. The funds have been used in the past for a clean-up day in the town. There was a newsletter that came out talking about what other towns have done with the money and some towns have actually used it to supplement the solid waste expenses. Discussion was held.
6. Audience with Citizens: None
7. Selectmen's Report
  - Budget: Besides the expected major increase in the PHHS budget we will need to add additional money into our Transfer Station Budget for repairs to equipment that is needed. The Town is exploring other avenues with the Town of Hampton.
  - State Mandates: No new mandates this month
  - Zip Code Issues: Senator Murphy introduce the single Zip Code Bill in the US Senate 1-15-2026. We feel this has a good chance to pass and then Representative Courtney will submit the Bill to the US House of Representatives.

- NECCOG: Meeting this Friday in Canterbury.
- Council of Small Towns [COST]. The first Selectman plans on attending the annual COST meeting on January 28<sup>th</sup> 2026
- Connecticut Conference of Municipalities [CCM]:
- The Town Hall Renovation Project: We are working on dividing up the cost of meeting the ADA requirements that will be reimbursed by CDBG. We are looking at sending out the project for Bidding to get the real cost with the knowledge that CDBG can possibly make up most of the budget gap. The contract will not be awarded until we know the Town has the money to fund the project.
- Roads / Public Works. The Public Works Department has been out plowing and salt/sanding the roads for the past few weeks. The Town wants to thank Bill, D'Appollonio and Mark Gale for spending their evenings and early morning ensuring the roads are safe to travel on. Salt for individual use by residents can be picked up at the old salt shed at 7 Pinch street. Please bring your own bucket and shovel.
- Bridges: The town has decided to go with what we feel is the best deal offered by M & T Bank. The written contract is in the process of development. The Town has advertised in the Hartford Courant for the Consulting Engineering Firm to be hired for both Brook Rd. Bridges. Deadline for Applications is January 16<sup>th</sup>, 2026. This deadline has been extended for two weeks
- Fire Department: The Town would like to thank the Volunteer Fire Department for their work in inclement weather conditions.
- The Town of Scotland: To rent the Community Center Hall, please contact Wendy O'Conner at the Town Hall during normal work hours.
- Town Hall: The new sewer drainpipe was installed in the Town Hall
- Grants: Community Center maintenance Grant: We are in the process of writing the Construction Contracts for Each section of construction.
- Grange Hall: Farmers' Market is closed for the season.
- Solar Project: Sitting Council approved the project on January 9<sup>th</sup>.
- Landfill Permit: Stickers 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 4<sup>th</sup> Wednesdays, I encourage all residents to come to the meetings.*

8. Motion to adjourn at 7:28pm made by Mike Gurnack, seconded by John Aldrich. Motion carried.

**Town of Scotland, Treasurer's Report  
February 17, 2026, Board of Selectmen Meeting**

**January 2026 Financials**

- The month end close is partially complete for General Fund for January. Tonight's report includes the preliminary General Fund P&L through January 31, 2026. January bank statements (except for tax account) and some interfund reconciliations have been completed. Tax revenue/collections have not been reconciled since November due to no reports received from the Windham Tax Collector Office. BOE expenses have been reconciled through December.
- Total Current Year Tax Revenue Collections through December 12, 2025 totaled \$2.8M, which is 57.6% of the full year's budget. Back tax collections total \$31.3k. Current year interest totaled \$5.7K and interest on back taxes was \$6.5k. Total collections for the month of December and January are unknown as collections have not yet been made available by the Windham Tax Collector.
- General Revenues totaled \$34.1K, 68.8% of the full year's budget. Departmental Revenues totaled \$37.5K, 69.2% of the full year's budget.
- State Grant revenues totaled \$673K, 49.6% of the full year budget.
- Total Revenues total \$3.5M, 56.1% of the full year's budget.
- General Government expenditures totaled \$1.3M, 58.8% of the full year's budget. This includes FY 26 CNR contributions for the year, the lease payment on the fire truck and 3 quarterly interest payments on the note payable to Beacon Bank.
- Scotland Elementary School expenses totaled \$1.3M, 52.6% of the full year budget. RD11 District School expenses totaled \$863K, 54% of the full year budget (6 of 11 payments are reflected).
- General Fund cash on January 31, 2026 totaled \$589K (per books) of which \$426k was held in the STIF investment account. There was another \$719K held in a STIF account for the investment and other funds (including CNR funds). Between the two STIF accounts, the Town earned interest totaling \$26.5K in FY 2026.

**FY26 Capital Expenditures**

FY 26 Capital Expenditures have been incurred through January 31, 2026, as follows:

- Kemp Road Bridge Fund - \$40.6K (Engineering Costs).
- Town Hall Renovation Fund – \$21.9K (FY 26). Through January 31, 2026, we have incurred \$287K in costs from the start of the project and \$241K has been received in reimbursements.
- Town Aid Road - \$96.1K (Paving Kemp Road)
- STEAP Public Safety Complex - \$1.9K
- CNR Public Works - \$124K (Pick Up Truck & Tractor)
- CNR Fire - \$70K (Extrication Tool, Hose)
- CNR Town - \$10K Septic Tank Replacement
- There is \$343K available to spend in CNR funds as of January 31, 2026.

**Other Activities**

- The closing on the Line of Credit with M&T Bank was finalized on January 21, 2026. As per the loan stipulation, an initial draw of \$50,000 was made. The Town now has \$5M working capital to be used for upcoming capital projects that are grant reimbursable.
- The audit has been finalized by Mahoney & Sabol. Reports for Financial Indicators, Uniform Chart of Accounts, Pensions, and Other Post Employment Benefits have been prepared and filed with OPM. A finding was issued to BOE for not reconciling accounts which is a repetitive finding.
- Windham Tax Collector office has been in turmoil over the past couple of months. The Treasurer has serious concerns over the Windham Tax Collection Office's ability to meet its contractual obligations to the Town of Scotland. It is recommended that the Board of Selectmen consider alternatives.