

**TOWN OF POMFRET  
BOARD OF FINANCE MEETING MINUTES  
MONDAY, NOVEMBER 14, 2016 AT 6:30 PM  
POMFRET COMMUNITY SCHOOL CONFERENCE ROOM**

In Attendance: Board Members Ken Kristal, Carolyn Gerrity, Margie Huoppi, Michael Baum, Jorge Martinez, Alyson Aleman. Also Present: First Selectman Craig Baldwin, Treasurer Cheryl Grist, JoAnn Baldwin, Ray Wishart

- I. Open Regular Meeting** – K. Kristal opened meeting at 6:30 PM.
  - a. **Approve Minutes Meetings of October 11, 2016** – Motion duly made and seconded to approve minutes as presented. All in favor. K. Kristal abstained as not present at meeting.
  - b. **Items to be added to Agenda** – A. Aleman asked to add a Resignation Discussion to New Business. C. Gerrity asked to add BOE Meeting assignments to New Business as well. Motion made by K. Kristal. J. Martinez seconded. All in favor.
  - c. **Citizen's Participation** - None
- II. New Business**
  - a. **Resignation Discussion** – A. Aleman stated that she will be working professionally with Kate Cerrone – who is now Chairman of the Board of Education. She consequently has conflict of interest concerns as she will be considering financial questions and voting on BOE budgets as a finance board member. She therefore plans to submit a letter of resignation from the Board of Finance at the next regular meeting.
  - b. **Board of Education – Member Meeting Assignments** – A member of the Board of Finance will attend BOE Meetings, as assigned, throughout the year. Meeting assignments for 2017 are as follows: K. Kristal – May, November; C. Gerrity – March, September; M. Baum – February, August; M. Huoppi – January, July; J. Martinez – April, October; Vacancy/Resignation – June, December
- III. Current Business**
  - a. **Treasurer's Report** – Investment reports distributed and briefly reviewed. C. Grist reported that the Bond Anticipation note was renewed in October for another year. This is for the Sewer Project and will hopefully be fully bonded before this BAN comes due. The auditor is back in the Town Hall this week and will hopefully be tying things up for the year.
  - b. **Tax Collector's Report** – Report distributed and briefly reviewed.
  - c. **Assessor's Report** - None
  - d. **Board of Education Report** – K. Kristal attended the last Board of Ed meeting. He reported that enrollment at the Academy will be going up significantly and as tuition is fixed this could have an impact of approximately one mil in relation to next year's budget. This is an

enrollment bump of one class and is not anticipated to continue in subsequent years. Some discussion.

- e. **Board of Selectmen Report** – C. Baldwin stated that expenses have been coming in as expected. Revenues collected by the building office have already exceeded planned amounts. The Woods Hill Solar project has been selected by the siting council which will bring in significant permit fees next year as they begin to build and tax revenues the year following. The Sewer Project is in the permitting phase and still moving forward. Some discussion. K. Kristal asked about the Putnam Technology Park. C. Baldwin has spoken with Mayor Tony Falzarano. There is no movement at this point. He also reported that he has an upcoming conference call with Nick Gardner, EPDC Chair, and CERC to discuss the Murdock property and potential markets. The remaining acreage could still be used for a solar array. He did approach the firm that is doing the Woods Hill Project. They declined due to the number of trees that would need to be cut.
- f. **Board of Finance – Member Reports & Discussion** – C. Gerrity reported that revenues are up. Some of the Cost Sharing monies have come in earlier than in the past. Expenditures look to be down but should move back to par with prior years once the capital project lines are applied.

#### **IV. Other Business**

- a. **Review & Possible Approval 2017 BOF Meeting Schedule** – M. Huoppi moved to approve the 2017 Meeting Schedule as presented. C. Gerrity seconded. All in favor.
- b. **Auditor Recommendations Update/Discussion** – Board members have had Conflict of Interest Policy to review as recommended by the auditors. This was briefly discussed. Proposed Whistleblower Policy was also discussed. There were a few unanswered questions that will be clarified over the next month and the policies will be taken up again. C. Baldwin stated that a Capital Inventory Policy was approved by the Selectmen at their last meeting.

#### **V. Correspondence - None**

#### **VI. Citizen's Participation - None**

**VII. Adjournment** – M. Baum moved to adjourn. M. Huoppi seconded. All in favor and meeting duly adjourned at 7:17 PM.

Respectfully submitted,

Bonnie Ryan, clerk

date approved\_\_\_\_\_