

**TOWN OF POMFRET
BOARD OF FINANCE MEETING MINUTES
MONDAY, FEBRUARY 13, 2017 AT 6:30 PM
POMFRET COMMUNITY SCHOOL LIBRARY**

In Attendance: Board of Finance members Ken Kristal, Carolyn Gerrity, Margie Huoppi, Jorge Martinez, Michael Baum, Debi Thompson. Also present: BOE Chair Kate Cerrone, Treasurer Cheryl Grist, PCS Business Manager Lisa Dyer and Walter O'Connell and Al Celentano with O'Connell, Pace, & Company, P.C.

- I. Open Regular Meeting** – K. Kristal opened meeting at 6:30 PM.
 - a. Approve Minutes Special Meeting and Regular Meeting of January 9, 2016** – M. Huoppi moved to approve minutes of January 9th Special Meeting. C. Gerrity seconded. All in favor. M. Huoppi moved to approve minutes of January 9th Regular Meeting. C. Gerrity seconded. All in favor.
 - b. Items to be added to Agenda** - None
 - c. Citizen's Participation** - None
- II. New Business**
 - a. O'Connell, Pace, & Company, P.C. – Presentation of FY 2015/2016 Audit** – Walter O'Connell distributed a draft copy of the FY 2015/2016 audit results. He provided an overview of results stating that he was quite pleased with results as Pomfret's books are clean and complete and the Town was able to increase its fund balance again this year. Brief discussion followed with the auditors recommending a few actions and policies that the Town could look into implementing in the upcoming year.
 - b. Budget Process Review** – K. Kristal outlined the schedule plan for the upcoming budget season. The Board of Selectmen and Board of Education will present their proposed budgets to the Board of Finance at the regular March meeting. An Informational Forum will then be scheduled for later in March where the Boards will discuss proposed budgets and take comments and questions from the public. The Board of Finance will then schedule Workshops as needed and discuss budgets at regular April Meeting. A Public Hearing later in April will follow where additional public input will be received. A Special Meeting will follow when the Board of Finance will approve budgets and the Board of Selectmen will take them to the Annual Town Meeting for public vote. This meeting is typically sometime in May.
- III. Current Business**
 - a. Treasurer's Report** – Brief discussion. C. Grist reported that little has changed since last report. Things are pretty settled with no investment renewals pending.

- b. Tax Collector's Report** – Report distributed and briefly discussed.
Collections all look good.
- c. Assessor's Report** - None
- d. Board of Education Report** – K. Cerrone provided an update on where they are in the budget process. The Superintendent's proposed budget was brought to the Board of Education in January. They have since held two workshops and anticipate further review and approval at their February meeting. She provided some information on where they have found some savings and the anticipated added expense due to the larger number of students entering Woodstock Academy in the upcoming year.
- e. Board of Selectmen Report** - None
- f. Board of Finance – Member Reports & Discussion** –No update.

IV. Other Business - None

V. Correspondence -None

VI. Citizen's Participation -None

VII. Adjournment – M. Baum moved to adjourn. M. Huoppi seconded. All in favor and meeting adjourned at 7:45 PM.

Respectfully submitted,

Bonnie Ryan, clerk

Date approved_____