

**TOWN OF POMFRET  
BOARD OF FINANCE MEETING MINUTES  
MONDAY, JANUARY 8, 2018 AT 6:30 PM  
POMFRET COMMUNITY SCHOOL CONFERENCE ROOM**

In Attendance: Board of Finance members Margie Huoppi, Carolyn Gerrity, Dayna Flath, Jorge Martinez, Debi Thompson, Michael Baum. Also present – First Selectman Maureen Nicholson, Ken Kristal.

- I. Open Regular Meeting** – M. Huoppi opened meeting at 6:30 PM. She then offered a brief statement that although she knew her election as Chair was divided among the Board she hoped the group could respect the Board of Selectmen’s decision and work together cooperatively toward the financial health of the town. She asked that the group maintain respect for each other and for anyone attending their meetings.
  - a. **Approve Minutes Meetings of December 11, 2017** – C. Gerrity moved to approve and D. Thompson seconded. C. Gerrity noted that under New Business, Election of Officers it stated that M. Baum nominated C. Gerrity but J. Martinez also nominated C. Gerrity. D. Thompson moved to approve minutes with the change and D. Flath seconded. All in favor with J. Martinez abstaining as he could not hear much of the meeting.
  - b. **Items to be added to Agenda** – M. Huoppi stated that she had a revision to the Fiscal Year-End Financial Policy to be added to Other Business. There were no objections.
  - c. **Citizen’s Participation** - None
- II. New Business**
  - a. **O’Connell, Pace, & Company - Audit Presentation for FY 2016/2017** – Postponed to a later date.
- III. Current Business**
  - a. **Board of Selectmen Report** – M. Nicholson stated that there was little to report. She had draft copies of a budget schedule for the Board to review. She has been reviewing the General Government budget to identify potential cuts should they be necessary. Revenue from the Woods Hill Solar Farm would begin with the upcoming year. The Open Space bonding fluctuates each year and while the current year represents a savings next FY’s payment will net an increase of over \$40,000 to the budget. The Town of Woodstock will sell 50 transfer station permits to Pomfret residents on a first come basis. The fee is \$200 per year. Brooklyn also offers transfer station service to Pomfret on a pay-as-you-go basis. A brief Selectmen’s meeting was held at the Senior Center to identify building improvements that are needed.
  - b. **Board of Education Report** – None present. M. Nicholson stated that she met recently with the Superintendent, Head of Facility Maintenance, Principal, and Director of Public Works to review plowing issues. The truck that the school has been using is extremely aged and it was unanimously agreed upon that the school would benefit by a tractor. Some discussion on how this might fit into next year’s budget.
  - c. **Board of Finance – General Discussion** – D. Thompson attended the last BOE meeting. She stated that while most of the discussion was related to policy, they did have discussion regarding a new State mandate that they

are currently researching. Their expenses to date are OK and the feeling was that the Governor's proposed budget holdback could be off-set by a decrease in Woodstock Academy students. M. Huoppi commented that if Board members wished to continue attending the Board of Ed meetings per the schedule, they could do so, but it was not necessary for a member to attend every meeting and future attendance will be voluntary. C. Gerrity reported that revenues were somewhat higher now than last year, some of which is due to the first ECS payment coming in earlier and the building permit for the Woods Hill Solar. The expenses are somewhat lower. The Tax Report was distributed and briefly discussed.

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

- a. Discussion – Budget Adjustments and 2018/2019 Budget Schedule -** M. Huoppi had a report listing the projected municipal holdbacks and it appeared that the small towns were the hardest hit. There is no information available on how these percentages were determined. Some discussion. It was decided that the Board would request that the Board of Education provide more concrete information regarding how they may absorb the governor's holdbacks. D. Thompson will draft a letter to request this information. There was some discussion regarding the budget schedule. The Board agreed to schedule a Workshop on March 19<sup>th</sup>, a Public Forum on March 29<sup>th</sup>, A Public Hearing on April 26<sup>th</sup>, and the Annual Town Meeting on May 21<sup>st</sup>.
- b. Strategic Planning Committee Report –** J. Martinez reported that they held their first meeting with new members on January 2<sup>nd</sup>. They discussed prioritizing for the Board of Ed and General Government. They know that anything discussed is subject to change depending on what the State does. They were considering the current year. Some continued discussion regarding the committee's charge.
- c. 2018 Meeting Schedule Revision –** The 2018 Meeting Schedule needed to be revised to reflect the November meeting as Tuesday, November 13<sup>th</sup>. So moved by C. Gerrity. J. Martinez seconded. All in favor.
- d. Discussion – Fund Balance Policy –** Fund Balance Policy samples were distributed to the Board for review and future discussion.
- e. Revision Approval-Fiscal Year End Financial Policy –** M. Nicholson stated that there were a few changes to dates as suggested by the auditor. The Board desired time to review this Policy and item will be tabled until the next meeting.

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

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

**VII. Adjournment –** M. Baum moved to adjourn. C. Gerrity seconded. All in favor and meeting duly adjourned at 8:15 PM.

Respectfully submitted,

Bonnie Ryan, clerk

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