

**TOWN OF POMFRET
BOARD OF FINANCE MEETING MINUTES
MONDAY, MAY 14, 2018 AT 6:30 PM
POMFRET COMMUNITY SCHOOL CONFERENCE ROOM**

In Attendance: Board of Finance members Margie Huoppi, Dayna Flath, Carolyn Gerrity, Michael Baum, Jennifer York, Debi Thompson. Also present: First Selectman Maureen Nicholson, Superintendent of Schools Stephen Cullinan, BOE Chair Kate Cerrone, Tax Collector Pam Gaumond.

- I. Open Regular Meeting** – M. Huoppi opened meeting at 6:34 PM
 - a. Approve Minutes Meetings of April 9, 2018, April 16, 2018 and April 30, 2018** – C. Gerrity moved to approve minutes of April 9th. D. Thompson seconded. All in favor. C. Gerrity moved to approve minutes of April 16th. D. Thompson seconded. C. Gerrity moved to approve minutes of April 30th Public Hearing. D. Flath seconded. C. Gerrity stated that she would like to add the question regarding the number of times the dog catcher comes into town. Minutes approved with addition. C. Gerrity moved to approve the minutes of April 30th Special Meeting. D. Thompson seconded. All in favor.
 - b. Items to be added to Agenda** - None
 - c. Citizen's Participation** – Kate Cerrone asked if anyone had any information regarding the State budget that the Board of Education may be unaware of. The original budget numbers have been approved.

II. New Business

- a. Review/Possible Approval-Transfer of Uncollectible Uncollected Property Taxes to the Suspense Tax Book as recommended by Tax Collector** – M. Baum moved to approve the Transfer of Uncollectible Uncollected Property Taxes to Suspense as recommended by the Tax Collector. C. Gerrity seconded. P. Gaumond stated that it is mandated by the State that this is done annually but effort continues to collect these taxes.
- b. Appointment of Auditor** – The contract with O'Connell and Pace, the current auditor is expiring. Discussion ensued regarding putting this out to bid with Brooklyn, bidding this as a single town, or hiring O'Connell and Pace for an additional year and then possibly going to bid. NECCOG is working on a regional bid package but this will not be ready for the current fiscal year. An appointment of auditor is typically due to OPM in June but that office has stated that an extension is possible. M. Huoppi will contact O'Connell and Pace for a single year quote. If the quote is acceptable the consensus was to consider this for one additional year and then possibly taking the audit to bid. The results of the quote and further consideration will be taken up at a future meeting.

III. Current Business

- a. Board of Selectmen Report** – M. Nicholson stated that an RFP for forestry work on the Murdock property is being put together. This has been recommended by the Economic Planning & Development Commission. This will produce some income for the town but will not be ongoing. A tractor for PCS has been recommended that is less than the

original quote. It is priced at \$50,000. The quote has just come in and discussion is still needed with the school. The TAP Grant for Air Line Trail road crossings is on the Call for the Annual Town Meeting. Type studies for this project are currently being worked on. A new Assessor has been hired. This position has been revised to part-time and a part-time Assessor's clerk has also been hired. She also stated that the Sewer bids have been received. These have not been awarded yet and are still being reviewed. As the financing for this project runs through the town, O'Connell & Pace have recommended an Enterprise Fund be set up to handle this. This is currently being explored.

- b. Board of Education Report** – The Board of Education continues to maintain their spending freeze. There are some professional development opportunities that therefore have been bypassed. Notice to non-tenured teachers have gone out as a budget has not yet been passed. This is typical practice. The Board is still looking into options regarding designated high schools. The Special Education budget remains the same with some possible increases identified this summer.
- c. Board of Finance Report** – C. Gerrity reviewed the revenue and expense reports to date. M. Nicholson provided information regarding services provided by TEEG and numbers served as well as some information regarding the use of the recreation fields as asked about by a Board member previously. Some discussion.

IV. Other Business

- a. Strategic Planning Committee Report** – C. Gerrity stated that she is summarizing a report that will be presented to the Board of Finance in June.
- b. Fund Balance Policy – Discussion/Possible Action** – A revised draft policy was distributed to the Board earlier. This was discussed and it was agreed to clarify the last two paragraphs by adding the word 'unassigned' in front of the references to 'fund'. M. Baum moved to approve the Fund Balance Policy with revisions as discussed. D. Thompson seconded. All in favor.

- V. Correspondence** – Notice was received regarding the Memorial Day Parade on Monday, May 28th at 10:00 AM. The may participate if desired. This year kicks off at the Pomfret Congregational Church.

- VI. Citizen's Participation** – M. Baum stated that in future years he would like to explore the auditor appointments earlier in the year.

- VI.** Baum moved to adjourn. J. York seconded. All in favor and meeting duly adjourned at 8:28 PM.

Respectfully submitted,

Bonnie Ryan, clerk

Date approved_____