

**TOWN OF POMFRET
BOARD OF FINANCE MEETING MINUTES
MONDAY, JANUARY 14, 2019 AT 6:30 PM
POMFRET COMMUNITY SCHOOL LIBRARY**

In Attendance: Board Members Margie Huoppi, Dayna Flath, Debi Thompson, Carolyn Gerrity, Jennifer York, Michael Baum. Also present – First Selectman Maureen Nicholson, Selectman Ellsworth Chase, Superintendent of Schools Steve Cullinan, BOE Chair Kate Cerrone, Treasurer Cheryl Grist, Tax Collector Pam Gaumond and Andrew Rznkiewicz.

- I. Open Regular Meeting** – M. Huoppi opened meeting at 6:30 PM.
 - a. **Approve Minutes Meeting of December 10, 2018** – C. Gerrity moved to approve minutes of December 10th. J. York seconded. All in favor.
 - b. **Items to be added to Agenda** - None
 - c. **Citizen's Participation** - None

- II. New Business**
 - a. **King, King & Associates, P.C. – FY 2017/2018 Audit Presentation** – Chris King was present to present the audit from FY 2017/2018. An overview of the reports was provided and a description of the state single audit. The results were all favorable with no material weaknesses and just two suggestions to ensure better controls. There were some questions regarding the recommended undesignated fund balance. Current recommendations run between 12% - 15%.
 - b. **LED Lighting Presentation – Kevin Costello, Efficient Lighting Consultants** – Kevin Costello and Jody Shrinkle with Efficient Lighting Consultants presented an overview of this energizeCT program. Municipal buildings are surveyed and a cost to change over to LED lighting is determined and the savings that change will generate. The program indicates a very favorable outcome for municipal lighting costs. Some discussion.

- III. Current Business**
 - a. **Board of Selectmen Report** – M. Nicholson had received a CCM report of undesignated fund balances held by towns of similar population as Pomfret. The range was 8% - 12%. She reported that the Board of Selectmen has approved an expenditure of \$78.00 from the Community Outreach Fund to pay for the budget survey. The town web page has launched its new look. Pomfret is tied with three recently awarded grants – one includes trail enhancement and signage in partnership with the Audubon Center, a 12-town grant that will focus on economic opportunities along the Air Line Trail, and a NECCOG/Putnam grant that will connect the Air Line to the YMCA and the River Trail. A septic alternative is being explored for the library as the sewer tie-in is expected to be very expensive.

- b. Board of Education Report** – K. Cerrone stated that their budget process is underway with workshops scheduled on Jan. 30th and Feb. 13th. S. Cullinan spoke about the expected increases to tuitions and what is impacting those increases.
- c. Board of Finance Report** – The Board reviewed revenue and expense reports to date and the tax collection report. Brief discussion. They also briefly reviewed a modified question for the survey and came to agreement on the wording. C. Gerrity will make those revisions for inclusion in the survey. C. Gerrity also commented on the well-done LED lighting presentation and noted that there are electricians in Pomfret that are authorized to participate in this energizeCT program.

IV. Other Business

- a. Executive Session – Discussion/Land Acquisition** – M. Huoppi moved to adjourn to Executive Session to discuss a possible land acquisition with the Board of Finance, First Selectman Maureen Nicholson, Selectman Ellsworth Chase, and Andy Rznekiewicz to remain present. D. Flath seconded and Board adjourned to Executive Session at 7:55 PM. Board adjourned from Executive Session at 8:22 PM with no action taken.

V. Re-Open Regular Meeting – Meeting re-opened at 8:23 PM.

- a. Possible Discussion/Action – Land Acquisition** – Brief discussion regarding acquisitions and funding sources. D. Flath moved to approve writing a letter of approval to DEEP Land Acquisition stating that the Board is in favor of this grant application to purchase this parcel of 141 acres. D. Thompson seconded. All in favor.

VI. Correspondence - None

VII. Citizen's Participation - None

VIII. Adjournment – M. Baum moved to adjourn. D. Thompson seconded. All in favor and meeting duly adjourned at 8:29 PM.

Respectfully submitted,

Bonnie Ryan, clerk

Date approved_____