

**TOWN OF POMFRET
BOARD OF FINANCE
REGULAR MEETING MINUTES
MONDAY, JANUARY 14, 2013 AT 6:30 PM
PCS CONFERENCE ROOM**

In Attendance: Board of Finance Members Ken Kristal, Carolyn Gerrity, Margie Huoppi, Jorge Martinez, Alyson Aleman, Michael Baum. Also present: Maureen Nicholson, First Selectman, Cheryl Grist, Treasurer, Pam Lewerenz, Tax Collector.

- I. Open Regular Meeting** – K. Kristal opened the meeting at 6:30 PM.
 - a. Approve Minutes, Meeting of December 10, 2012** – M. Huoppi moved to approve minutes with the location of meeting revised to PCS Library. J. Martinez seconded with correction. All in favor. A. Aleman abstained, not present.
 - b. Items to be added to Agenda** - None
 - c. Citizen's Participation** - None
- II. New Business**
 - 1. BOE Budget: Discussion & Possible Approval of Special Appropriation, Energy Audit** – K. Kristal stated that \$20,000 was put into revenues, from designated surplus, to cover the energy audit costs. However the amount was not carried into an expenditure line. K. Kristal motioned to approve an additional appropriation in the amount of \$20,000 to the Board of Education budget for the 2012-2013 fiscal year to cover the estimated expenses of \$17,000 to CL&P for the energy audit and \$3,000 to cover part of the over-expenditures for the court yard project; the same to be funded from the School Surplus Designated Fund Balance. M. Huoppi seconded. Discussion. K. Kristal noted that the Board would likely look at the same next year, but put the expense to the General Government budget. All in favor and motion duly passes. M. Nicholson noted that the actual amounts were \$17,243.52 for the energy audit and \$2,756.48 toward the court yard project.
 - 2. Discussion – Audit Question, Fund Balance Review** – K. Kristal had asked Marcia Marien to provide an answer to why the fund balance ratio percentage went down yet the fund balance had been added to. She has clarified this in that the 2012 calculation formula had changed and when the same was applied to 2011 the percentage does reflect an increase. Discussion. Ken asked C. Grist to provide a report of all fund balances for the February meeting for review.
- III. Current Business**
 - a. Treasurer's Report** – The Investment Report was distributed and reviewed. Some discussion.
 - b. Tax Collector's Report** – Report distributed and reviewed. Some discussion.

- c. **Assessor's Report** - None
- d. **Board of Education Report** – None. C. Gerrity reviewed some of the information discussed at the last Board of Education meeting. Additional security is being looked at, per diem pay for substitute nurses and Woodstock Academy costs were discussed.
- e. **Board of Selectmen Report** – M. Nicholson reported that the Sewer Project is still in the works but not yet ready for Town Meeting. Requests went out to departments today for FY 2013-2014 budget requests.
- f. **Board of Finance – Member Reports & Discussion** – C. Gerrity provided a brief report of revenues and expenses to date. She also asked that some information on the upcoming budget process be put in the Pomfret Times.

IV. Other Business - None

V. Correspondence – K. Kristal had the request for the Board of Finance budget requests. He also noted that their approved meeting schedule has a typo for the November Meeting – it should reflect November 12, 2013.

VI. Citizen's Participation - None

VII. Adjournment – M. Baum moved to adjourn. M. Huoppi seconded. All in favor. Meeting adjourned at 7:25 PM.

Respectfully submitted,

Bonnie Ryan, clerk

Date approved_____