

**TOWN OF POMFRET
BOARD OF FINANCE MEETING MINUTES
TUESDAY, OCTOBER 13, 2015 AT 6:30 PM
POMFRET COMMUNITY SCHOOL**

In Attendance: Board of Finance Members – Ken Kristal, Carolyn Gerrity, Jorge Martinez, Michael Baum, Margie Huoppi. Not present – Alyson Aleman. Also present – First Selectman Maureen Nicholson, BOE Chair Richard Schad, BOE Vice-Chair Kate Cerrone, Walter Hinchman, Craig Baldwin.

- I. Open Regular Meeting** - K. Kristal opened meeting at 6:30 PM.
 - a. Approve Minutes Meetings of October 13, 2015** – M. Huoppi moved to approve minutes. C. Gerrity seconded with the following additions to Item II.c./Sub-Committee Report – Discussion of high tax collection rate & possibly modifying the budgeted percentage and the auditor's recommendation that the Town should be bonded. M. Huoppi amended her motion to approve minutes with changes. C. Gerrity seconded. All in favor.
 - b. Items to be added to Agenda** – K. Kristal motioned to add Sub-Committee Report on Non-lapsing Fund to New Business, item b. Duly seconded. All in favor.
 - c. Citizen's Participation** - None
- II. New Business**
 - a. BOE Transfer Request – FY 2014/2015 Unexpended Funds** – The Board of Education is requesting \$25,612.19 from FY 2014/2015 unexpended funds be transferred into the BOE Non-Lapsing Fund. Cheryl Grist, Treasurer has noted that her current records reflect \$25,249.16 in expended funds. Briefly discussed. K. Kristal motioned to transfer \$25,249.16 into the Non-Lapsing BOE Surplus Fund. C. Gerrity seconded. All in favor.
 - b. J. Martinez** stated that the Sub-Committee has had some additional discussions with the Town Attorney and the Auditor and have clarified some of their questions. They currently had a recommendation stating – 'the General Fund Sub-Committee recommends the creation of a non-lapsing assigned fund, to be funded when the audited unassigned general fund balance is equal to or greater than 10%. This fund is to be used for the following purposes: (1) one-time capital expenses; (2) to offset the mil rate; and (3) for Board of Education appropriations.' Some discussion. It was felt that the recommendation should be changed to indicate when the unassigned general fund balance is greater than 10% and the reference to 'equal to' be eliminated. Some discussion as to what this fund should be called. The Board will consider the recommendation and take up again at the November meeting.
- III. Current Business**
 - a. Treasurer's Report** – C. Grist had sent word that the paperwork with Smith-Barney is close to completion and the soon to expire CD will be able to roll into this account.
 - b. Tax Collector's Report** – Distributed. Brief discussion.
 - c. Assessor's Report** - None

- d. Board of Education Report -** R. Schad stated that the school is off to a good start and the budget is tracking as planned. The new Superintendent is in place. The 2016 Meeting Schedule has been published and is available.
- e. Board of Selectmen Report –** M. Nicholson stated that the accounting change for the UCOA is moving forward. She would like a motion from this Board approving it and accepting the grant. M. Huoppi moved to accept the grant for the UCOA and move forward with the transition, in partnership with Brooklyn, and implementing the Infinite Visions software as agreed upon with Tyler Technologies. K. Kristal seconded. Some discussion regarding the cost of the initial conversion and the annual fees. Four in favor: K. Kristal, C. Gerrity, M. Huoppi, J. Martinez. Opposed: M. Baum. Motion passes.
M. Nicholson reported that Wyndam Land Trust has recently purchased another 50 +/- acres on Clinic Road and the State is about to close on an additional 60 +/-, the EV Charging Station is up and running with the parking area to be completed within next day or so. This location will soon be added to a State-wide map. She has been in discussions recently regarding a Solar Array in Pomfret where the location will be leased from the Town for 25 to 30 years and taxes paid on the panels. J. Martinez asked about the Grand List numbers. They are not yet available. The Tax Collector opening has been advertised and a number of applications have come in.
- f. Board of Finance – Member Reports & Discussion –** Revenues and expenses to date were reviewed and briefly discussed. There are some concerns with possible revenue reductions from State.

IV. Other Business - None

V. Correspondence – W. Hinchman had submitted a letter asking the Board to consider a one-time contribution to the Historical Society for sill repairs at the Old Town House. A grant of \$7,000 has been received from the 1772 Foundation but matching funds are required. M. Hinchman described the damage that has been found along the sills of this historical building. Some discussion regarding cost of repairs and a precedent in using money on a facility not owned by the Town. M. Huoppi motioned to approve a one-time expenditure for repairs to the Old Town House in the amount of \$10,000 from the General Fund to a CNR Designated Fund for this purpose. C. Gerrity seconded. In favor: K. Kristal, C. Gerrity, M. Huoppi, J. Martinez. Abstained: M. Baum

VI. Citizen's Participation - None

VII. Adjournment – M. Baum moved to adjourn. M. Huoppi seconded. All in favor. Meeting duly adjourned at 7:32 PM.

Respectfully submitted,

Bonnie Ryan, clerk

date approved_____