

**TOWN OF POMFRET
BOARD OF FINANCE MEETING MINUTES
MONDAY, APRIL 13, 2015 AT 6:30 PM
POMFRET COMMUNITY/SENIOR CENTER**

In Attendance: Board of Finance Members Ken Kristal, Carolyn Gerrity, Jorge Martinez, Margie Huoppi, Michael Baum. Not Present: Alyson Aleman. Also present: First Selectman Maureen Nicholson, BOE Members Donna Smith, Liz Cartier, Treasurer Cheryl Grist. Approximately 6 citizens and interested parties.

- I. Open Regular Meeting** – K. Kristal opened meeting at 6:35 PM.
 - a. Approve Minutes Meeting of March 18, 2015 and March 23, 2015** – C. Gerrity motioned to approve minutes of March 18, 2015. J. Martinez seconded. All in favor. J. Martinez moved to approve minutes of March 23, 2015. M. Huoppi seconded. C. Gerrity stated that she would like minutes revised to reflect that the Board of Education offered a \$20,000 reduction to their budget. J. Martinez moved to approve minutes with revision. C. Gerrity seconded. All in favor.
 - b. Items to be added to Agenda** – K. Kristal stated he would like to add Review of Audit Proposals to Other Business, item c. M. Nicholson requested that the Board add Presentation by Fire Marshal to New Business, item b. All in favor.
 - c. Citizen’s Participation** – None.

- II. New Business**
 - a. Discussion & Possible Action: BOE Transfer Request** – Board reviewed letter received from the Board of Education requesting a transfer of \$39,000 from the BOE Contingency Fund for three capital expenditures: Convection Oven, \$9,000; Cafeteria Lunch Tables, \$20,000; Sound Proofing for Music Room, \$10,000. Donna Smith provided some information on why these items were needed. C. Gerrity motioned to approve the transfer of \$39,000 from the Board of Education Contingency Fund for items outlined, pending Town Meeting approval. M. Huoppi seconded. M. Nicholson asked if this was for this current year’s budget. It is. C. Grist asked to clarify that they were approving an additional appropriation for the BOE. All in favor. This transfer will need final approval at Town Meeting.
 - b. Presentation by Fire Marshal** – Fire Marshal Ray Allen was present. He stated that every town must have a Fire Marshal by CT State Statute. An outline of some of the duties and responsibilities of the Fire Marshal was distributed to the Board. He provided an overview of the office and what is required of it.

- III. Current Business**
 - a. Treasurer’s Report** – C. Grist provided a brief verbal report. The Investments continue to be healthy. She has received back excellent

references for Smith-Barney/J.P. Morgan and will continue to look into this.

- b. **Tax Collector's Report** – Report was distributed and briefly discussed.
- c. **Assessor's Report** - None
- d. **Board of Education Report** – D. Smith stated that as of the last Board of Education meeting there was a projection for a return from the current budget. At this time it looks to be somewhere between \$8,000 as a low estimate, \$28,000 medium estimate, and \$48,000 high estimate. She also stated that at the last meeting the Board was strongly opposed to any budget reductions.
- e. **Board of Selectmen Report** – M. Nicholson provided a summary of the 38 Budget Surveys received to date. More surveys are expected this week. Some additional correspondence that has been received regarding the budgets were also reviewed by Board.
- f. **Board of Finance – Member Reports & Discussion** – C. Gerrity provided a brief review of revenues and expenditures to date.

IV. **Other Business**

- a. **Discussion: BOE Designated Surplus Fund** – K. Kristal stated that he has spoken with the Town Attorney regarding the language as presented. He did not see any problems with it. The money in the fund can be spent with Board of Finance approval. It would not need to go to a Town Meeting. M. Baum noted that the third bullet point should specify the 'Board of Education approved budget' instead of just stating 'budget'. J. Martinez motioned to approve the creation of a Non-Lapsing BOE Surplus Fund as presented with the amendment as noted by M. Baum under the third bullet point. M. Baum seconded. All in favor.
- b. **Discussion: Proposed FY 2015/2016 General Government & Board of Education Budgets** – Initial discussion regarding the projected revenues as outlined within the General Government booklet. K. Kristal stated that the funding gap would actually be at about \$87,000 without use of any of the General Fund. Discussion regarding current Fund Balance and the effects on the budgets by using various small amounts of it to balance the budgets. Continued discussion and Board members stated their proposals with a range from no cuts to budgets and use of \$87,000 from General Fund, cuts within the \$10,000 to \$30,000 range regarding the General Government and BOE budgets with a \$10,000 to \$20,000 use of General Fund and the balance from taxation, to no use of General Fund. Some further discussion regarding the same.
- c. **Audit Review** – K. Kristal stated that two proposals have been received and were reviewed by himself, Maureen Nicholson, Brooklyn First Selectman Rick Ives, and Brooklyn Finance Director Sherry Holmes. The submission by O'Connell, Pace & Co. came in significantly lower than the current auditor O'Connor Davies. An interview is planned to learn more about them. He will e-mail the Board of Finance with the date of this meeting once determined if any of them would like to attend.

- V. **Correspondence** – K. Kristal has received some correspondence from member A. Aleman, who could not attend tonight’s meeting. She felt there were some concerns regarding proposed budgets and would like a Special Meeting scheduled on April 20th with BOS and BOE attending. M. Nicholson stated that the Board of Selectmen were meeting that night at the Senior Center. Discussion could be added as part of their agenda. A letter and a few emails received from citizens regarding the proposed budgets were also available for review.
- VI. **Citizen’s Participation** – C. Grist stated that she would like to comment as a citizen, stating that the Fund Balance was healthy and she would be in favor of its use and no increase to the mil rate.
- VII. **Adjournment** – M. Baum moved to adjourn. M. Huoppi seconded. All in favor. Meeting duly adjourned at 9:20 PM.

Respectfully submitted,

Bonnie Ryan, clerk

Date approved_____