



TOWN of
THOMPSON
BOARD OF FINANCE

Minutes: Regular Meeting
Thursday, June 18, 2015
Thompson Library/Community Center
7:00 PM

p. 1 of 4

Ray Faucher, Jr. called the meeting to order at 7:03 PM.

I. Roll call

- A. Members Present: Paul Dery, Ray Faucher, Jr., Larry Groh, Jr., Laurent Guillot, Aaron McGarry, and Susanne Witkowski.
- B. Members Absent: None
- C. Staff Present:
Tina Fox, Recording Secretary
Orla McKiernan-Rafferty, Finance Director
- D. Also Present: Neal Breen, Rene Morin, Members of the Public

II. Approve Minutes

- A. **Larry Groh, Jr. moved and Laurent Guillot seconded the motion to accept the minutes of the April 16, 2015 meeting with the following corrections:**
 - 1. Page 3, Section X(1)(b): Reimbursable by the State for 30% rather than \$30,000.
 - 2. Page 4, Section XI(7): Should state 'The Board briefly discussed the balance in paving transfer fund,' rather than just 'transfer fund.'
 - 3. Page 1, Section III(1): The sources for the correspondence should be listed, rather than stating 'various sources.'
 - 4. Page 3, Section VI(1): Parenthetical should indicate old bus 3 and old bus 5, rather than 3 and 4.

Paul Dery – Yes	Ray Faucher, Jr.- Yes	Larry Groh, Jr. - Abstain
Laurent Guillot – Yes	Aaron McGarry- Yes	Susanne Witkowski- Yes

The motion carried.

- B. **Laurent Guillot moved and Aaron McGarry seconded the motion to accept the minutes of the April 23, 2015 meeting with the following corrections:**
 - 1. Page 2, Section III(4): Last sentence should read "...were the only towns that..." rather than 'town.'
 - 2. Page 2, Section III(6): Second to last sentence should read "He believes that..." rather than 'believed.'

Paul Dery – Yes	Ray Faucher, Jr.- Yes	Larry Groh, Jr. - Yes
Laurent Guillot – Yes	Aaron McGarry- Yes	Susanne Witkowski- Yes

The motion carried unanimously.

C. Paul Dery moved and Susanne Witkowski seconded the motion to accept the minutes of the May 21, 2015 meeting as written.

Paul Dery – Yes Ray Faucher, Jr.- Abstain Larry Groh, Jr. - Yes
 Laurent Guillot – Yes Aaron McGarry- Abstain Susanne Witkowski- Yes
The motion carried.

D. Larry Groh, Jr. moved and Aaron McGarry seconded the motion to accept the minutes of the May 27, 2015 meeting as written.

Paul Dery – Yes Ray Faucher, Jr.- Yes Larry Groh, Jr. - Yes
 Laurent Guillot – Yes Aaron McGarry- Yes Susanne Witkowski- Yes
The motion carried unanimously.

E. Larry Groh, Jr. moved and Aaron McGarry seconded the motion to accept the minutes of the May 28, 2015 meeting as written.

Paul Dery – Yes Ray Faucher, Jr.- Yes Larry Groh, Jr. - Yes
 Laurent Guillot – Yes Aaron McGarry- Yes Susanne Witkowski- Yes
The motion carried unanimously.

III. Correspondence

- A. Aaron McGarry sent an email to the Board clarifying some information with respect to what happens at a Town Meeting while trying to pass a budget.
- B. Rene Morin, Tax Collector, handed out a suspense list, and an updated suspense list to replace the first one.
- C. Aaron McGarry made copies of "A Glossary of Useful Information for Thompson Board of Finance."

IV. Citizen's Comments: None

V. Paul Lenky: Selectman's Update

- A. P. Lenky was not present at the meeting.

VI. Dr. Michael Jolin: Education Update

- A. Dr. Jolin was not present at the meeting.
- B. L. Guillot asked Neal Breen for an update on special education costs. N. Breen answered that there is still a significant impact, with the line item being budgeted at \$282,000 and well over \$600,000 in actual expenditures for the year.
- C. S. Witkowski asked for an update on the oil tank reimbursement. N. Breen had nothing new to report. L. Guillot asked that Dr. Jolin present an update at the next meeting.

VII. Orla McKiernan-Rafferty: Financial Report

- A. O. McKiernan-Rafferty provided an update on financial reports. She informed the Board that \$150,000 was received for the West Thompson Fire Department roof on May 1st, and that the money will be allocated towards paving done in Fiscal Year 2016. She stated that the Town is currently over on data processing, Town Garage, Town Counsel, snow removal, Zoning Board of Appeals, and municipal insurance.

- B. O. McKiernan-Rafferty asked the Board to consider transferring \$1,000 from the ZEO's line item to cover additional costs that the Planning and Zoning Commission (PZC) will need. John Rice explained that PZC purchases signs for applicants to place on their properties when a public hearing is required, that there is only one sign left, that the signs are required, and added that the Town gets reimbursed by the applicant for the signs.
- C. L. Guillot suggested asking the auditors if any amount is allowed to be transferred from a salary line item.
- D. L. Groh, Jr. suggested charging the signs to PZC printing and publication line item, with the understanding that there will be an overage that can be handled when the Board does year end transfers.
- E. P. Dery asked if the registrar's budget is overspent, to which O. McKiernan-Rafferty answered that it probably was over.
- F. L. Groh, Jr. asked if the whole amount of contingency was going to be used, to which O. McKiernan-Rafferty responded affirmatively.

VIII. Board of Trustees of the Tourtellotte Fund

- A. There was no one present to give an update, but the Board has not met in several months.

IX. New Business

A. Contract Renewal with Town Auditor

- 1. R. Faucher, Jr. explained that the Town is entering the last year of a three year contract with their auditor, and that the auditor offered a contract for the next three years with a 0% increase the first year, 2% increase the second year, and 2% increase the third year. He asked the Board if they would like to pursue the contract or to get bids from other audit firms.
- 2. L. Guillot expressed that he is not in favor of changing firms.
- 3. P. Dery stated that the contract with the current auditor sounds like a good deal.
- 4. R. Faucher, Jr. stated that there could possibly be cheaper deals, but that the current auditors have been good partners with the Town, and are always very accessible. O. McKiernan-Rafferty agreed, stating that they are easy to deal with and are very responsible with returning prompt answers.
- 5. **Larry Groh, Jr. moved and Aaron McGarry seconded the motion to pursue a three year contract extension with Blum Shapiro at a 0% increase the first year, 2% increase the second year and 2% increase the third year.**
 Paul Dery – Yes Ray Faucher, Jr.- Yes Larry Groh, Jr. - Yes
 Laurent Guillot – Yes Aaron McGarry- Yes Susanne Witkowski- Yes
The motion carried unanimously.

B. Request of Budget Transfers within the General Fund

- 1. There was no discussion or action taken on this agenda item.

C. Annual Request to Suspense List- Rene Morin, Tax Collector

1. Rene Morin explained that per State statute, each Tax Collector must appear before the Board of Finance annually to request certain amounts be suspended, and that amount is currently \$118,056.23. He stated that the actual act of suspension won't be done until June 30, 2015, and that there will be more collections in the following week, so the amount will decrease. He explained that \$51,581 of previously suspended items was recovered this fiscal year. He also added that the Town currently has almost a 99% collection rate.
2. **Aaron McGarry moved and Larry Groh, Jr. seconded the motion to suspend \$118,056.23 in combined personal property tax, motor vehicle tax, and motor vehicle supplement tax from the 2013 grand list which is for the period July 1, 2014-June 30, 2015.**

Paul Dery – Yes

Ray Faucher, Jr.- Yes

Larry Groh, Jr. - Yes

Laurent Guillot – Yes

Aaron McGarry- Yes

Susanne Witkowski- Yes

The motion carried unanimously.

3. R. Morin reminded the Board that there was a tax sale on June 12, 2014, which collected over \$200,000 for the prior fiscal year. He explained that the tax sale being done this year is delayed and scheduled for Wednesday, September 2, 2015 at 10:00 AM, which will cause prior year collections to run behind this year, while being bumped up next year.
4. R. Morin briefly explained that there is a new twist on motor vehicle tax collection effective July 1, 2016, but that it will have no impact to Thompson's MVT mill rate.

D. Review of Pre-school Tuition Revenue

1. N. Breen explained that tuition revenue related to the readiness grant program is supposed to be used in the fiscal year that it is collected. He discovered that tuition receipts for the readiness program were being co-mingled with tuition from the regular non-readiness program. He stated that he has identified \$15,955 that would be appropriate to move from Town revenue into a proper, separate account, but that the amount is not final.
2. O. McKiernan-Rafferty stated that removing the amount will reduce income in revenue, and will affect the next budget as well.
3. N. Breen clarified that the regular non-readiness program tuition still belongs to the Town; it is only the school readiness amount that needs to be separated out.
4. R. Faucher, Jr. asked to see a formal accounting of the tuition receipts.

X. Old Business

- A. L. Groh, Jr. informed the Board that he will not be in attendance for the BOF Special Meeting July 1, 2015 following the Referendum results.

XI. Adjourn

- A. **Paul Dery moved and Larry Groh, Jr. seconded the motion to adjourn.**

Paul Dery – Yes

Ray Faucher, Jr.- Yes

Larry Groh, Jr. - Yes

Laurent Guillot – Yes

Aaron McGarry- Yes

Susanne Witkowski- Yes

The motion carried unanimously.

- B. R. Faucher, Jr. adjourned the meeting at 8:03 PM.

Tina Fox
Recording Secretary