



TOWN of
THOMPSON
BOARD OF FINANCE

Minutes: Regular Meeting
Thursday, September 17, 2015
Thompson Library/Community Center
7:00 PM

p. 1 of 4

Ray Faucher, Jr. called the meeting to order at 7:01 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, Dr. Michael Jolin, Paul Lenky, Kerstin Forrester, Members of the Public

II. Approve Minutes

- A. **Susanne Witkowski moved and Paul Dery seconded the motion to accept the minutes of the July 16, 2015 as written.**
Paul Dery – Yes Ray Faucher, Jr.- Yes Larry Groh, Jr. - Yes
Laurent Guillot – Yes Aaron McGarry- Abstain Susanne Witkowski- Yes
The motion carried.

III. Correspondence

- A. July and August reports from Orla McKiernan-Rafferty.
- B. BOF July 16, 2015 minutes and September 17, 2015 agenda from Tina Fox.
- C. Email sent to Dr. Jolin from R. Faucher, Jr.
- D. Information handed to Board members at the meeting from P. Lenky.
- E. Information handed to Board members at the meeting from P. Dery.

IV. Citizen's Comments: None

V. Paul Lenky: Selectman's Update

- A. P. Lenky explained that the Marianapolis Project is about three to six weeks behind schedule due to a broken drill rod. He stated that the Quaddick Road Bridge project is waiting for approval from the State and will be worked on in Spring of 2016. CME Engineering was awarded the bid for the Brownfield study. Mike Licamele purchased the old Quinn's Shirt Shop and is finishing up surveying the properties. Tyler Baldwin from Dollar General expects to break ground by the end of September. P. Lenky updated the Board on building permits, information which was included on the handout the Board received.

The United States Department of Interior awarded Thompson \$4,158, and P. Lenky asked that the money be used to upgrade radios for emergency management. He explained that the Town has a Hum-V for emergency management use that needs to have radios put in. L. Guillot asked that P. Lenky have Steve Benoit put together figures so that the Board can see exactly how much money will be needed for the radios.

- B. P. Lenky mentioned that a FEMA grant will be coming to the Town, and recommended that the money is allocated to the snow removal budget. The Board agreed to discuss this when the grant money is received.
- C. L. Groh, Jr. discussed the Executive Assistant and Personnel Director positions in the Selectman's Office, and asked what line item is being used to pay the position because it seems there were two people holding the Executive Assistant position at the same time. L. Groh, Jr. suggested that the BOF contact the Town Attorney to ensure that everything was done properly in regards to pay for the position.

VI. Dr. Michael Jolin: Education Update

- A. Dr. Jolin stated that school is off to a smooth start, and that final enrollment numbers are due to the state by October 1st. He explained that the oil tank replacement is going well and is waiting for formal authorization from the State, and that the results for the remediation spill were very good. He stated that the testing company responsible for the spill have not admitted to any wrong-doing, but the school Attorney and Town Attorney are working together to file suit. He explained that with retirements, resignations, and not filling vacant paraprofessional positions, the school was able to keep the existing staff.
- B. R. Faucher, Jr. asked Dr. Jolin to provide specific staffing levels as compared to last year at the next meeting. P. Dery asked how many positions have been eliminated now that people have retired. L. Guillot asked that when the Board requests an answer to something before the meeting, that Dr. Jolin get back to the Board in writing.
- C. The Board discussed the problems with the cluster bus stops that were implemented this school year. Dr. Jolin stated that the problems are being addressed.

VII. Orla McKiernan-Rafferty: Financial Update

- A. O. McKiernan-Rafferty provided a verbal update to the Board. She agreed to send the detailed expense report via email to the Board as a PDF going forward.
- B. R. Faucher, Jr. asked that the audit presentation take place by November.

VIII. Board of Trustees of the Tourtellotte Fund

- A. Joe Lindley provided a verbal update to the Board. He mentioned that \$300,000 has been set aside for the window project, and that there will be a meeting the following week to discuss a quote received from CME.

IX. New Business

A. Assessor Clerk Discussion

- 1. K. Forrester explained that the BOS made an agreement and had an offer accepted for the current Assessor to work part-time, and hire a part-time Assessor Clerk to help, with a \$14,000 yearly savings, not including benefits. She stated that the department has had a part-time Assessor for almost a year and things are running smoothly with fewer complaints.

2. Diana Couture explained that the office used to have 82 man hours per week, and is now down to 45 hours per week, and that there is a lot of work that needs to be caught up on. R. Faucher, Jr. asked if the extra position will still be needed once the work is caught up on, to which D. Couture replied affirmatively.
 3. R. Faucher, Jr. asked if the Town Attorney was contacted regarding the position, to which K. Forrester responded in the negative. He suggested that the BOS try to advertise for a full time Assessor one more time.
- B. Eversource Contract
1. L. Groh, Jr. suggested having this on the next agenda with a dollar amount included because the proposal did not go before the BOF for approval before being sent to Town Meeting.
- C. Vote on transfer of excess cost revenue (\$57,264) to BOE
1. Neal Breen explained that there is a revenue line in the budget that is formula driven, and any revenue exceeding that amount has to be turned over to the BOE per statute, and it will directly offset special education expenses.
 2. O. McKiernan-Rafferty explained that the money has been received by the State.
 3. **Paul Dery moved and Larry Groh, Jr. seconded the motion to transfer the amount of \$57,264 to Board of Education for excess cost revenue.**

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

The motion carried unanimously.
- D. Vote on transfer of School Readiness Tuition revenue (\$15,919) to BOE
1. N. Breen explained that the grant requires that the school readiness portion of tuition payments received be used for school readiness expenses, whereas the money has historically been co-mingled in an account held by the Town. He stated that the auditors have reviewed and concur with this proposal.
 2. **Larry Groh, Jr. moved and Susanne Witkowski seconded the motion to transfer \$15,919 to Board of Education.**

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

The motion carried.
- E. Projected year-end deficit for BOE
1. N. Breen explained that the BOE's deficit is currently \$18,307. R. Faucher, Jr. stated that he will check with the Town Attorney to discuss how the BOF handles a BOE deficit.
- F. Approval Refinance 2007 General Obligation Bond for School Renovations
1. O. McKiernan-Rafferty explained that the refinance was approved by the BOS two days prior. She explained that the current interest rate on the bond is 4.11%, and the Town is being offered a rate of 2.45%. The refinancing does not extend the bond, and there will be a \$275,000 savings over the life of the bond if the refinancing is approved.
 2. **Larry Groh, Jr. moved and Paul Dery seconded the motion to approve the refinancing of the 2007 general obligation bond for school renovations.**

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

The motion carried unanimously.

X. Old Business

- A. L. Guillot asked for information regarding the old library/TEEG building. P. Lenky answered that Attorney St. Onge is handling the situation.

XI. Adjourn

- A. **Larry Groh, Jr. moved and Laurent Guillot 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 8:45 PM.

Tina Fox

Recording Secretary