



TOWN of
THOMPSON

BOARD OF FINANCE

Minutes: Regular Meeting
Thursday, January 21, 2016
Thompson Library/Community Center
7:00 PM

p. 1 of 4

Aaron McGarry called the meeting to order at 7:00 PM.

I. Roll call

- A. Members Present: Jim Bellavance, Ray Faucher, Jr., Larry Groh, Jr., Aaron McGarry, Rhonda Rooney, Susanne Witkowski. (Larry Groh, Jr. entered the meeting at 7:01 PM.)
- B. Members Absent: None
- C. Staff Present:
Tina Fox, Recording Secretary
Orla McKiernan-Raftery, Finance Director
- D. Also Present: Ken Beausoleil, Diana Couture, Linda Jarmolowicz, Dr. Michael Jolin, Joe Lindley, John Rice, Bill Witkowski, Members of the Public.

II. Approve Minutes

A. December 17, 2015

1. Larry Groh, Jr. moved and Susanne Witkowski seconded the motion to approve the December 17, 2015 minutes with the following clarifications:

- a. Page 2, Section VII(A): Dr. Jolin was referring to the attorney representing the Board of Education when he stated that "...the attorney advised that the Board of Selectmen has to initiate the suit..."
- b. Page 2, Section XI(E)(3): Bill Witkowski was referring to the attorney representing the Board of Education when he stated that "...he has gotten positive feedback from the Attorney that is handling the arbitration..."

Jim Bellavance- Yes

Ray Faucher, Jr.- Yes

Larry Groh, Jr.- Yes

Aaron McGarry- Yes

Rhonda Rooney- Yes

Susanne Witkowski- Yes

The motion carried unanimously.

III. Correspondence

- A. Email update from Blum Shapiro describing what needs to happen for the audit to be completed.
- B. Memo from Orla McKiernan-Raftery about the Board of Finance section of the budget. In regards to the BOF budget, Ray Faucher, Jr. suggested making sure there is enough in the budget to cover attorney fees, as he had spoken to the Town Attorney three or four times.

IV. Citizen's Comments: None

V. Ken Beausoleil: Selectman's Update

- A. K. Beausoleil stated that the majority of what he has to present will be covered under "Other Business," and that the BOS will be starting the budget review process in February. S. Witkowski asked that he forward the dates for the BOS budget workshops to the BOF when they become available.
- B. R. Faucher, Jr. asked about an update on the CIRMA situation with the Animal Control Officer. K. Beausoleil had nothing to report. O. McKiernan-Rafferty stated that CIRMA is seeking their own damages.

VI. Dr. Michael Jolin: Education Update

- A. Dr. Jolin presented data that was compiled using an online survey regarding people's perception of the budget process.
- B. S. Witkowski asked that the dates for the Board of Education's budget workshops be forwarded to the BOF.

VII. Orla McKiernan-Rafferty: Financial Update

- A. O. McKiernan-Rafferty provided a verbal update to the Board regarding the financial report.
- B. L. Groh, Jr. asked for an update on the audit. O. McKiernan-Rafferty answered that an extension was filed, and the audit will be finalized shortly. She stated that she will distribute the audit when it is finished, and explained that a special BOF meeting may need to be called to present the budget before the regular February meeting.

VIII. Board of Trustees of the Tourtellotte Fund

- A. Joe Lindley stated that there will be a public meeting on February 1st at 6:00 PM at the library to discuss fund earnings with the fund management company, as well as Election of Officers, and reviewing 2015 expenses and projects.
- B. R. Faucher, Jr. asked if there has been any progress with 65 Main St. J. Lindley explained that the Will for that property specifically states that the Town must use the property as the principal's house, and that the BOS was supposed to petition the Attorney General to get the Town out of the current predicament. He added that the Town is currently in violation of the Will. K. Beausoleil stated that the building has been secured, and that he will follow-up with the Attorney General's office.

IX. New Business

- A. TEEG Generator Appropriation Request for \$2,500
 - 1. K. Beausoleil briefly explained that TEEG requested \$2,500 to finish installing a generator, and the BOS agreed to approach the BOF with the request. L. Groh, Jr. stated that any time the BOS asks for an appropriation, the BOF should get the motion emailed to them.
 - 2. Donna Grant explained that when TEEG was built, they had hoped they would have a generator so that TEEG could be used as an emergency shelter. She stated that Rick Hayes has now donated a military surplus generator at no cost to the Town, and John Rice began the process of installing the generator. There were supplies and man-hours donated, but now the generator needs a switch and other items related to installing the switch.
 - 3. L. Groh, Jr. asked for an update on the fuel assistance program, and D. Grant answered that there is still some fuel left in reserve, and they are hoping to get through without an additional appropriation.

4. **Ray Faucher, Jr. moved and Larry Groh, Jr. seconded the motion for the Board of Finance to appropriate not to exceed \$2,500 for the purchase and installation of a generator switch and related items at the TEEG building, out of contingency.**

Jim Bellavance- Yes

Ray Faucher, Jr.- Yes

Larry Groh, Jr.- Yes

Aaron McGarry- Yes

Rhonda Rooney- Yes

Susanne Witkowski- Yes

The motion carried unanimously.

X. Old Business

A. FY2015 Education Budget Over Expenditure

1. R. Faucher, Jr. stated that the auditor explained that there is nothing to decide because the funds for the over expenditure have been taken out of undesignated surplus already.
2. Dr. Jolin reminded the Board that the prior fiscal year, the BOE returned \$67,000. He stated that State law gives the BOE an opportunity to set up a 1% surplus account, and when the BOE requested permission to do so from the BOF, they were denied.
3. R. Faucher, Jr. stated that a previous Business Manager always returned a small amount to the Town because she had a handle on the finances, and that if the job is being done properly, there is no need for a reserve fund.

B. Oil Spill at School

1. Dr. Jolin provided a brief update to the Board, explaining that the process to get reimbursement from the State is moving forward. K. Beausoleil explained that Town Attorney St. Onge is looking into the situation, and will be giving an opinion on whether or not a lawsuit would be a good idea for the Town to pursue.
2. L. Groh, Jr. requested that the BOF see an opinion in writing from the Town Attorney.

C. Oil Spill at Town Garage

1. K. Beausoleil explained that the remediation costs were just under \$118,000, and that the insurance company denied the claim, with the insurance company stating that there was only a seven day window of opportunity to report the spill, and that it was a pre-existing spill.

D. Status of Vacancies at the Town Hall

1. K. Beausoleil stated that the Assistant Town Clerk position has been filled, and the new Recreation Director was officially hired on Tuesday, January 19, 2016. He stated that an offer has been made for the Executive Assistant to the First Selectman position, to be finalized Friday, January 22, 2016, but it will result in a vacancy in the Recreation Department, so a clerk in that office will have to be replaced. He stated that there is a temporary worker in the Assessor's department, and there is enough money in the budget to keep that person and pay them through the end of the fiscal year, which the BOS would like to do.
2. Diana Couture explained that work in the Assessor's office had been falling behind, and that Carolyn Werge has been helping with the GIS system updates.
3. S. Witkowski asked if the Recreation Director salary had been reduced, to which K. Beausoleil answered that it had and that, according to the outgoing Recreation Director, it is below what other Recreation Departments pay. L. Groh, Jr. mentioned that CCM does salary comparisons for the entire state, and asked if K. Beausoleil would be looking at them, to which he answered affirmatively.

XI. Adjourn

A. **Larry Groh, Jr. moved and Ray Faucher, Jr. seconded the motion to adjourn.**

Jim Bellavance- Yes

Ray Faucher, Jr.- Yes

Larry Groh, Jr.- Yes

Aaron McGarry- Yes

Rhonda Rooney- Yes

Susanne Witkowski- Yes

The motion carried unanimously.

B. A. McGarry adjourned the meeting at 8:31 PM.

Tina Fox

Recording Secretary