

**Board of Finance
Regular Meeting Minutes
April 18, 2017**

1. Call to Order: Acting Chairman Michael Dougherty called the meeting to order at 7:00pm.

2. Roll Call: Ronald Cabana, Frederick Chmura, Michael Dougherty, Glen Lessig, David Fortin, David Richardson, and Roy Bradrick were all present.

Excused Absent: David Hosmer and Jeffrey Kelleher.

Others Present: Viktor Toth, Richard Kryzak, Linda Bernardi, Michael Bernardi, John Navarro, Karen Fitzpatrick, Allan Walker, Ernie St. Jean, Karen Munroe, Megan Bard Morse, Kevin Withers, Julie Woodland and Tina Lajoie.

3. Seat Alternate if Necessary: David Fortin, seconded by Ronald Cabana, made a motion to seat David Richardson. **Motion passed unanimously.**

David Fortin, seconded by David Richardson, made a motion to move item 6D. Allocate Funds Between Board of Education & General Government Budgets, under Old Business, to New Business, as item 5C. **Motion passed unanimously.**

4. Approve Minutes from the March 21, 2017 Regular Meeting, March 28, 2017 Special Meeting and the April 4, 2017 Public Hearing.

David Fortin, seconded by Fred Chmura, made a motion to approve the minutes of the March 21, 2017. David Richardson would like to make the following amendments to the minutes.

Under New Business item C. General Discussion, at the end of the first paragraph, Mr. Richardson would like to add the following sentence: **Mr. Walker acknowledged that the stipends are approximately \$14,000.00.**

Under New Business, item D. Board of Ed FY 17-18 Budget/Five Year Capital Improvement Plan Presentation, Mr. Richardson would like the fourth paragraph to read as follows: David Richardson question the ~~\$250,000.00~~ **\$340,000.00** that was put in the non-lapsing **and healthcare** internal service accounts at the end of the FY 15-16, **resulting in a \$250,000.00 surplus in the healthcare internal service account.** Mr. Toth explained that the health insurance is self-funded and the Board of Education is required to maintain an internal service fund to insure that there is money in that account to protect against years when there may be many claims.

David Fortin, seconded by Fred Chmura made a motion to approve the March 21, 2017 minutes as amended. **Motion passed unanimously.**

Glen Lessig, seconded by David Fortin made a motion to pass the March 28, 2017 minutes as presented. **Motion passed unanimously.**

David Fortin, seconded by Glen Lessig, made a motion to accept the meeting minutes of the April 4, 2017 Public Hearing as presented. Ronald Cabana, Frederick Chmura, Michael Dougherty, Glen Lessig, David Fortin, voted in the affirmative. David Richardson abstained. **Motion passed.**

5. Old Business:

A. Finalize FY 17-18 Budget Recommendations: David Fortin, seconded by Fred Chmura, made a motion to recommend the approval of the Town of Woodstock Budget for the fiscal year ending June 30, 2018 in the amount of \$22,674,814.00 and to appropriate said sum to meet the recommended expenditures. Ronald Cabana, Frederick Chmura, Michael Dougherty, Glen Lessig, David Fortin voted in the affirmative. David Richardson was opposed to the motion. **Motion passed.**

B. Approve Combined Five Year Capital Plans: David Fortin, seconded by Fred Chmura made a motion to approve a capital improvement plan for the Town of Woodstock for a five year period ending fiscal year 2021/2022 in the amount of \$7,430,202.00. Ronald Cabana, Frederick Chmura, Michael Dougherty, Glen Lessig and David Fortin voted in favor of the motion. David Richardson voted against the motion. **Motion passed.**

C. Allocate Funds Between Board of Education and General Government Budgets: David Fortin, seconded by Glen Lessig, made a motion to approve the General Government Budget in the amount of \$5,391,891.00 and to approve the Board of Education budget in the amount of \$17,282,923.00. Ronald Cabana, Fred Chmura, Michael Dougherty, Glen Lessig, David Fortin voted in favor of the motion. David Richardson was opposed to the motion. **Motion passed.**

6. New Business:

A. Suspense List – Tax Collector: Linda Bernardi presented the Suspense List to the Board of Finance.

David Fortin, seconded by David Richardson, made a motion to accept the Suspense List as presented. **Motion passed unanimously.**

B. BOE CNR Request: Superintendent Viktor Toth stated that the Board of Education would like to request that the Board of Finance forward a request to the Town of Woodstock for the amount of \$98,715.32 from its Capital Non-Recurring account to cover the capital projects listed in the letter to the Board of Finance. This will help reduce the deficit caused by emergency maintenance repairs and increases in Special Education costs.

David Fortin had questions in regards to the air conditioning expenditure. Mr. Toth explained that the project was done over the summer and that \$60,000.00 had been the predicted expense for this project. However it was discovered that another unit was not working, and it was decided to replace that unit as well, bringing the cost of the project to \$74,224.00. This was not on the Capital Plan for 16-17, nor was there any grant money available for the project.

David Richardson felt that a lot of the deficit was not created by emergency expenditures but by discretionary spending. He has no issues with taking the money from the CNR account to cover these expenses however he would like any surplus funds at the end of this fiscal year to be either turned back to the Town or put in the Board of Education's non-lapsing account, not in the Healthcare Internal Service Account. He stated that as of August, 2016 there was \$813,000.00 in the Healthcare Internal Service Account, and that the auditor recommended that there should be \$550,000.00. Once any

money goes into this Healthcare Internal Service account it can only be used for healthcare. Mr. Richardson would like any surplus funds to go into an account where it can be later accessed for emergency expenditures. Mr. Toth explained that the Board of Education had talked about doing this if there was any money available.

David Richardson, seconded by Glen Lessig, made a motion to approve the capital improvements request, on the condition that no additional funds are added to the Healthcare Internal Service account and any surplus money be put into the non-lapsing account. **Motion passed unanimously.**

C. BOE Request to Spend Balance of Non-Lapsing Funds: Roy Bradrick asked what on the list was discretionary spending. Mr. Toth explained that painting and the electrical for the air conditioning was discretionary. The rest was for emergency maintenance. Mr. Toth further explained that the maintenance account is depleted, and they would like to be able to use the funds in the non-lapsing account to pay for these expenditures.

David Fortin, seconded by Fred Chmura, made a motion to allow the Board of Education to spend the balance of the Non-lapsing fund to cover the maintenance repairs. **Motion passed unanimously.**

D. Allocate Funds Between the Board of Education and the General Government Budgets:
Done under New Business item C.

E. Appoint Auditor for OPM – Mahoney Sabol 5 Year Contract: Michael Dougherty reminded the Board of Finance that the Board is still under contract with MahoneySabol.

Glen Lessig, seconded by Fred Chmura, made a motion to appoint MahoneySabol as the Town's auditor. **Motion passed unanimously.**

F. QTR Reports as of March 31, 2017: There was no discussion or questions in regards to the reports.

7. Citizens Participation: Megan Bard Morse asked if the Board of Finance can tell the Board of Education how it can spend its money once the budget was set. Michael Dougherty said that it could not, but said that the motion to not to put any more funds into the Internal Healthcare Service Account was a "gentlemen's agreement" and that it was not legally binding.

8. Correspondence and Announcements: Chairman Dougherty reminded everyone that the Annual Town Meeting will be on May 9, 2017, and that the Referendum will be held on May 16, 2017 from noon to 8:00pm, with a Board of Finance meeting held after the results of the referendum had been announced.

9. Adjournment: David Fortin, seconded by Glen Lessig, made a motion to adjourn at 7:37pm. **Motion passed unanimously.**

Respectfully submitted,
Christine G. French
Clerk

