

**Board of Finance
Regular Meeting Minutes
November 14, 2017**

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

2. Roll Call: Ronald J. Cabana, Frederick Chmura, Michael Dougherty, David Fortin, Glen W. Lessig, Roy Bradrick, Jr., Jeffrey Kelleher and David Richardson present.

Excused Absent: David Hosmer.

Others: Mike Alberts, Michael Bernardi, Linda Bernardi, Wayne Durst, Karen Fitzpatrick, Christine French John Dlugosz, Ernie St. Jean, and Preston Shultz.

2. Seat Alternate if Necessary:

David Fortin, seconded by Ronald Cabana to seat David Richardson for tonight's meeting. Motion passed unanimously

4. Additions to Agenda: Dave Fortin requested that one item be added to the agenda; under New Business. Item as 8. D. "Election of Officers" as outlined in our Policy Manual. Lessig commented that the election of officers should be held at the next meeting as the newly elected members are not seated for this meeting. Chair Dougherty stated that the Policy Manual of the Board of Finance stated that the election of officers occurs at the first meeting after the town election. Fortin and Lessig both stated that, as they were drafting the Bylaws this situation of the first meeting occurring before the seating of the newly elected members did not come to mind to them. Both stated that the Policies should be revisited to change the timing of the election of officers.

David Fortin, seconded by, Glen Lessig, made a motion to add item D to the agenda. Motion passed unanimously.

5. Approve minutes from the September 12, 2017 Regular Meeting:

Richardson stated that the discussion under **7. C. Solar Project Update** that the following be added to the first and between the first and second paragraph:

David Richardson presented his findings on this subject to the Board of Finance. He stated that it appears that the Town saved approximately \$43,000.00. He also noted a significant discrepancy between the BGE billing and Eversource credits for July and August and recommends someone from the First Selectman's office look into this as we are either being overcharged or under credited.

He also stated that he had suggested to Mr. Toth and Ms. Munroe in June that they look into the generation contract for the schools to save as much as \$20,000 this year. In August, Mr. Richardson learned that the school and town had looked into the generation contracts and had contracted for a higher price; one that would cost the town more than \$29,000 more than if they used Eversource as their generation source and more than \$46,000 more than the market rate at the time.

He also requested that the following paragraphs be deleted:

He also stated that the Board of Selectmen and especially the Board of Education should research the generation contract with Eversource to see if they can negotiate a lower rate.

Glen Lessig requested that the last paragraph of 7.C. should be deleted:

After some discussion it was consensus of the Board of Finance that if the website was updated to state that the Town will save money on electricity by using solar field the Board of Finance would be satisfied.

He also requested that under Public Comment that the last sentence of Mr. Preston Shultz's comments be deleted:

He feels that BeFree Solar is fraudulent.

Bradrick stated that the minutes are a summary and not a transcript. He believes that we do not have to have all comments in the minutes and that if someone really cares to hear everything said that they can go to the video on the website. He does agree that the disclaimer should be included in the minutes.

Richardson believes the point minutes are fine as long as the video is kept. Bradrick asked what happens to the video recording. Acting Chair Dougherty stated that the recording is put on the Town website and the recording is kept in the Town vault.

Lessig also noted that the under **Section 8. B** last sentence that the date in November of Hazardous Waste Day was missing and 11, 2017 should be added to that sentence after November.

Motion David Richardson seconded by, David Fortin to accept all the changes above to the September 12, 2017 minutes be made. All in Favor: Michael Dougherty, David Fortin, Glen Lessig, and David Richardson. Opposed: None. Abstained: Fred Chmura and Ron Cabana.

6. Public Comment:

No comments

7. Unfinished Business

A. Update on State Budget:

Acting Chair Dougherty stated that the State does have a budget that was favorable to the Town based on our budget but we do not have all the details as this date. The Treasurer Fitzpatrick had included in the meeting packet a letter from Office of Policy and Management updating the status of municipal grants and reimbursements. Acting Chair Dougherty suggested that Board take no action on additional expenses from transfers until the Board receives confirmation of payment from the Treasurer.

Bradrick reminded the Board that a motion was made at the September 12, 2017 meeting to "suspend the limits of the unassigned fund balance as detailed in the Board of Finance Fund Balance policy until such time as the State approves a budget." He felt that the Board should continue this suspension. Both Acting Chair Dougherty and Richardson agreed that this suspension should be extended for one month because the State budget is not yet finalized.

Motion David Fortin, second by Glen Lessig to continue to suspend the limits of the unassigned fund balance as detailed in the Board of Finance Fund Balance policy until the December 12th meeting. Motion passed unanimously.

B. Review Fund Balance Policy:

No action required as the prior motion postponed the review until the December 12th meeting. Fitzpatrick also reminded the Board that the auditors will be making a presentation as the first item on the agenda at the December meeting.

C. Update of Solar Project:

Richardson reviewed a spreadsheet handout that showed August to October electricity billings and credits and another handout from the Board of Selectman entitled "Electricity Net Savings with Solar Panels". He believes that figures on the handout are correct. He said the data shows \$11,622 dollars net saving for the three months and that would put us on target for \$40,000 for the year. He stated that there is a large variance between the amount that Eversource credited the Town verse the amount BeSolar charged the Town particularly in the months of July and August. He does not believe that this is just a timing issue. He believes that the Board of Selectman's Office needs look at this issue as the numbers are too far out.

Lessig asked if there was a discussion with the Board of Education concerning the costs and savings from the solar project. Acting Chair Dougherty stated that the Board of Education was to look at this issue but he has not heard from the Board of Education as of this date.

8. New Business:

A. Review 2018 BOF Meeting Calendar:

Acting Chair Dougherty asked if everyone reviewed the calendar of meetings and if there are needed. Lessig asked if there could be a June meeting rather than a July meeting as he is usually on vacation in July. Everyone was in agreement with the calendar. Acting Chair Dougherty stated that the calendar approval will be on the agenda at the December 12th meeting.

B. Quarterly Reports:

Acting Chair Dougherty asked if there were any questions on the Quarterly Reports. There was a discussion on the CNR but the Board agreed that we need to wait until the auditors develop the actual fund balance and until there is more information from the State on the final budget numbers. Fortin asked Fitzpatrick about the funding received from the State to date and she stated that the Town is about \$2 million dollars behind. She stated the LoCIP funds were unfrozen so that in March the Town should be able to access \$153,900 in LoCIP Funds.

Lessig asked about where he could find information about the amount of the Grand List for different types of property such as residential and commercial. Acting Chair Dougherty told him that the information was available from the Assessor's Office.

Acting Chair Dougherty asked what is the actual time period of the Board of Education expenditures report. The report states from July 1, 2017 to June 30, 2017 and the printed date is October 25, 2017 so it is not clear what the actual dates of the report are. He would like the

reports to clearly show the actual dates of expenditures report. He will contact Karen Monroe of the Board of Education about the actual dates of the report.

C. Discussion on Filling Alternate Vacancy:

Acting Chair Dougherty congratulated Bradrick on winning the election for a full term on the Board of Finance. Bradrick will take office on the second Tuesday following the election which is November 21, 2017. At that time there will be a vacancy in the position of Alternate to the Board of Finance. The Board has thirty days which is December 21st to fill the position vacancy. If the BoF does not fill the vacancy it then goes to the Board of Selectmen to fill the vacant position. He asked if any knows anyone that is interested in the position to let us know. Mr. Bernardi has expressed interest in the position. Lessig asked if the person interested in the position will be interviewed prior to the meeting. Acting Chair Dougherty created a subcommittee of Lessig, Fortin and himself. Richardson reminded the Board that our policy manual states that the appointment can be done only at a Special meeting of the Board. Lessig suggested that we could hold a special meeting before the next regular meeting.

Motion David Fortin, seconded by Glen Lessig to hold a Special Meeting on December 12, 2017 at 6:30 PM for the purpose of filling the vacant position of Alternate to the Board of Finance. Motion passed unanimously.

D. Election of Officers:

Acting Chair Mike Dougherty restated that the Board's policy manual states that the election of the Board of Finance officers take place at the first regular meeting following the Town election. He suggested that the policy could be suspended so to move the election of officers until the December meeting.

Motion Glen Lessig, seconded by Ron Cabana, made a motion to suspend the policy of election of officers until the December 12, 2017 meeting. Motion passed unanimously.

Motion David Fortin seconded by Glen Lessig, to add the agenda under New Business of the December 12th regular meeting to amend the policy manual on the timing of the election of officers. Motion passed unanimously.

9. Communication and Correspondence:

No Correspondence.

Acting Chair Dougherty announced that the next meeting is December 12, 2017.

10. Public Comment:

Mike Alberts, First Selectman-Elect stated that will plans to attend the December 12th meeting of the Board of Finance and asked the Board for their input and comments as to what the Board of Selectman should be looking at in regards to next year's budget. He asked if a discussion with the First Selectman could be placed on the next agenda. Acting Chair Dougherty stated that he would place that item on the agenda.

Bernardi stated that he is looking forward to meeting with 'Search Committee'. Bernardi said that he is on the Quasset School Committee and he has a book in his car on prices on every window for the school project.

11. Other from Board:

Lessig noticed a typo on page 3 on the September 12, 2017 minutes under 8.B that that the word 'Wasted' in Hazardous Wasted Day should be corrected to Waste. Acting Chair Doughty said that the error was just a typo and should be fixed.

Fitzpatrick suggested that the Board request that the Board of Selectmen find a minute taker for the Board of Finance. First Selectman-Elect Alberts stated that the Board of Selectmen does not take office until November 21st so they cannot find a "clerk" (note/minute taker) until after then.

12. Adjournment:

David Fortin seconded by David Richardson, made a motion to adjourn at 7:59 PM. Motion passed unanimously.

Respectfully submitted,

Frederick M. Chmura

Secretary

DISCLAIMER: These minutes have not yet been approved by the Board of Finance. Please refer to next month's minutes for approval/amendments. Please note that the video record is the legal record of the meeting.