

**TOWN OF POMFRET
BOARD OF FINANCE
REGULAR MEETING MINUTES
MONDAY, APRIL 12, 2010 AT 6:30 PM
PCS CONFERENCE ROOM**

In Attendance: Board Members John DiIorio, Carolyn Gerrity, Margie Huoppi, Ken Kristal, Mary Anthony, Michael Baum. Also present: Pam Lewerenz, Peter Mann

I. Open Regular Meeting

a. Approve Minutes, Meeting of March 8 and March 24, 2010 – C. Gerrity motioned to approve minutes of March 8th. M. Baum seconded. C. Gerrity stated she would like to see the Suspense List added to the Tax Collector's Report and under the Selectmen's Report in Other Business to reference the \$13,000 recommended to stay in Capital Nonrecurring. K. Kristal motioned to approve with amendments. M. Baum seconded. All in favor. C. Gerrity motioned to approve minutes of March 24th. M. Huoppi seconded. C. Gerrity stated that under the Board of Education Report she would like to see added – 'For transparency the Board of Finance requested that the Board of Ed change their summary page to reflect the certified salary line from a net cost of \$51,190 or 2.2% to actual cost of \$91,190 or 3.4%. M. Huoppi motioned to approve with amendments. K. Kristal seconded. All in favor.

b. Items to be added to Agenda - None

c. Citizen's Participation – Peter Mann stated that in light of the current economy raises are difficult to take. He was also curious about the anticipated use of the fund balance and had concerns about the rising costs of Special Education. Brief discussion regarding these comments.

II. Unfinished Business - None

III. Current Business

a. Treasurer's Report -None

b. Tax Collector's Report – Pam Lewerenz, Tax Collector, stated that by State Statute some collections must be put into Suspense. Means of collection have typically been exhausted at this point. Brief discussion regarding tax revenues report.

c. Assessor's Report - None

d. Board of Education Report - None

e. Board of Selectmen Report - None

IV. New Business

a. Annual Report – Discussion & Possible Action – Some discussion regarding the options for this year's Annual Report. The possibility of copying it in-house and making it available on-line, instead of the usual publication, was discussed. This would save approximately \$1800 in publishing costs. J. DiIorio motioned to copy and post on-line the truncated Annual Report with it to be staple bound. C. Gerrity seconded. K. Kristal and M. Huoppi both felt they would like to see use of a spiral binder instead of staples. In favor of motion: J. DiIorio, C. Gerrity, M. Baum, M. Anthony. Opposed: K. Kristal, M. Huoppi. Motion passes.

b. Capital Accounts and Fund Balance – Discussion – Reports distributed for Board review. Discussion tabled until regular May meeting.

c. Suspense List from Tax Collector – Discussion & Possible Action – J. DiIorio motioned to approve the Suspense List dated February 25, 2010 as provided by Pam Lewerenz. M. Baum seconded. All in favor.

d. Marien & Co. – FY 2009-2010 – Proposal & Possible Action – Proposal letter from Marien & Co. was distributed for review. Brief discussion. M. Anthony motioned to accept the proposal and appoint Marien & Co. as Pomfret’s Auditor for the fiscal year ending June 30, 2010. M. Huoppi seconded. All in favor.

e. Seely-Brown Village-Grant Administration Proposal – A second Capital Improvement Grant in the amount of \$500,000 is being applied for. Some seed money is needed in processing this grant in the amount of approximately \$3800. At least \$3,000 of this would be reimbursable by the grant if it is received. Further discussion tabled until regular May meeting.

V. Other Business

a. Revenue and Expense Reports – C. Gerrity provided a brief overview of revenues and expenses to date.

b. Discussion of Policy and Procedures Manual – C. Gerrity stated they may need to recalibrate some of this. They are looking to identify controls and then fill any gaps. Some discussion. J. DiIorio suggested that Board members working on this schedule a meeting to include Jim Rivers, Sherry Grist, and Marsha Marien.

c. FY 2010/2011 – Budget Proposal Discussion – J. DiIorio asked for Board members feelings regarding the Public Hearing. The overall feeling was that there was little objection to what was presented. There was no apparent mandate to reduce services. Budget discussion to take place at the next workshop meeting, currently scheduled for April 22nd. Some members may be unable to make this meeting and rescheduling was discussed. Confirmation of next workshop date to be determined.

VI. Correspondence – A letter received from David Flath was read into the record that spoke in support of no Town salary increases.

VII. Citizen’s Participation - Pam Lewerenz stated support of Mr. Flath’s letter, stating that she had offered a salary freeze for the Tax Office. Peter Mann commented that many people expect changes to be made to the budget following the Public Hearing.

VIII. Adjournment – K. Kristal moved to adjourn. M. Baum seconded. All in favor. Meeting adjourned at 8:15 PM.

Respectfully submitted,

Bonnie Ryan, clerk

date approved _____