



**TOWN of**  
**THOMPSON**

**BOARD OF FINANCE**

**Minutes: Regular Meeting**  
**Thursday, September 15, 2016**  
**Thompson Library/Community Center**  
**7:00 PM**

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Chairman Aaron McGarry called the meeting to order at 7:01 PM.

I. Roll call

- A. Members Present: Jim Bellavance, Ray Faucher, Jr., Larry Groh, Jr., Aaron McGarry, Susanne Witkowski.
- B. Members Absent: Rhonda Rooney
- C. Staff Present:  
Tina Fox, Recording Secretary  
Orla McKiernan-Raftery, Finance Director
- D. Also Present: Members of the Public

II. Approve Minutes

- A. **Ray Faucher, Jr. moved and Suzanne Witkowski seconded the motion to approve the minutes of August 18, 2016 with the following corrections:**
  - 1. Page 3, Section X(B)(1): The statute of limitations referred to applies to the remediation recovery process.
  - 2. Page 1: "Suzanne Witkowski" should be spelled as "Susanne Witkowski" in both motions.
  - 3. Page 2, Section V(B): Add that K. Beausoleil stated clearly that the Town did not have any kind of contract or connection to the proposed solar project being discussed.
  - 4. Page 3, Section X(B)(2): S. Witkowski asked for an answer from the First Selectman, not from the Town Attorney.

Jim Bellavance- Yes

Larry Groh, Jr.- Abstain

Ray Faucher, Jr.-Yes

Aaron McGarry- Yes

Susanne Witkowski- Yes

**The motion carried.**

III. Correspondence

- A. Compliance memo from Blum Shapiro dated August 29<sup>th</sup> regarding the role of the BOF during the carrying out of the audit.
- B. Summary about Education Cost Sharing (ECS) from Neal Breen.
- C. Two packages of information distributed at the meeting, one from the Historical Society and one from Steve Herbert.

## IV. Citizen's Comments

- A. Steve Herbert, Wilsonville Rd., researched needs for custodial services at the Library/Community Center. He distributed an outline of his research of five different facilities. He explained that there was a vacancy at the Library for the evening custodial position which presented a good opportunity to eliminate the position. He did an analysis to give the Board of Selectmen (BOS) some guidance, but the BOS voted to continue with hiring for the position despite his research. He stated that several meetings ago, he told the BOF that the Library had elected to discontinue the payphone due to its expense of \$840 per year. The phone was used less than 70 times in a year. He has since learned that the Library did not discontinue that service.

## V. Kenneth Beausoleil: Selectmen's Update

- A. K. Beausoleil stated that there was a meeting regarding the Marianapolis Sewer Project that day and some information came in that needs to be reviewed. Quaddick Road bridge is progressing, with an anticipated opening date of September 20<sup>th</sup>. State funds from the Department of Transportation (DOT) for the bridge were received at \$238,000. Community Day is September 25<sup>th</sup> from Noon to 4:00 PM. The auditors have been at Town Hall for a few weeks and the audit is moving smoothly. Work in the Selectmen's Office with processing of Town records and files is progressing. Porter Plain Rd. and Babula Rd. were worked on and had a base put down.
- B. R. Faucher, Jr. asked why the decision was made to hire the evening custodian at the Library despite the research done by S. Herbert. K. Beausoleil stated that there was a lengthy discussion with a lot of unanswered questions. The Chair from the Library Board of Trustees was at the meeting as well. In the evening, the community rooms are used and there was discussion about allowing people to lock the building themselves when they leave at night. Based on everything, the Board felt it was appropriate to re-fill the position.
- C. J. Bellavance asked about the \$50,000 placed into the Economic Development Commission budget for a study, specifically if there are any plans yet to do the study. K. Beausoleil answered that there are currently no plans. The Board discussed a study that may have been done years ago, and who was involved in that study.

## VI. Dr. Michael Jolin: Education Update

- A. Dr. Jolin stated that the school year is off to a great start. He clarified that the second year anniversary of the oil spill at the school would be October 23<sup>rd</sup>. With the Town Attorney's oversight, the lawsuit has been filed against the company that is believed to have caused the problem, so the statute of limitations has been met.
- B. Bill Witkowski, Board of Education (BOE) Chairman, stated that the kindergarten class is larger than expected and the largest in many years, with between 18-19 students per class. The BOE voted to hire another kindergarten teacher to reduce the class size. They will be able to fund the position as long as special education costs remain stable. The Board briefly discussed how many kindergarten teachers and paraprofessionals the school already has, and whether or not it would make more sense to hire more paraprofessionals instead of another teacher.
- C. Dr. Jolin stated that total enrollment is at 1,015 students.
- D. The Board discussed the BOE budget process that starts around November of each year.

## VII. Orla McKiernan-Rafferty: Financial Report

- A. O. McKiernan-Rafferty provided a verbal report on Town finances through the end of August.
- B. R. Faucher, Jr. asked about Finance Investment, as it is 70% of budget after two months. O. McKiernan-Rafferty agreed to look into it.
- C. O. McKiernan-Rafferty stated that the audit is on track, and Blum Shapiro to be at the November meeting. At the previous meeting, there was a question about the salt and sand budget. Leo Adams purchased \$30,000 worth of salt and sand in June to stockpile. She spoke to the auditors about the Tourtellotte Trust request. Their determination was to not record it at all in the general fund.

## VIII. Board of Trustees of the Tourtellotte Fund

- A. Joe Lindley listed the projects that were completed over the summer, or nearing completion. He stated that the work to the building has been amazing, and Bill Birch has been an absolute champion with the whole process.

## IX. New Business

## A. Budget Transfers for Fiscal Year 2016

1. O. McKiernan Rafferty presented a list of suggested transfers and gave a brief explanation for each transfer.
2. R. Faucher, Jr. stated questioned the extra salary request for some employees to compensate for leap year. He questioned why salary employees would require additional payroll. O. McKiernan-Rafferty stated that her predecessor Mike Martin likely accounted for leap year during the budget process and did not need to make a transfer at the end of the year.
3. **Larry Groh, Jr. moved and Susanne Witkowski seconded the motion to approve the budget transfers for Fiscal Year 2016 as presented.**  

Jim Bellavance- Yes	Ray Faucher, Jr.- Abstain	Larry Groh, Jr.- Yes
Aaron McGarry- Yes	Susanne Witkowski- Yes	

**The motion carried.**
4. O. McKiernan-Rafferty agreed to do some research on the leap year salary question.

## B. Proposed Solar Projects

1. A. McGarry explained that there was a public informational meeting regarding solar projects earlier in the month, and this agenda item is to bring the BOF members up-to-speed with the situation.
2. Noel Lafayette, of SHR Energy, provided the Board with a verbal summary of the proposed solar project, and answered a few questions from Board members.

## C. Payroll Company for Town Employees

1. S. Witkowski explained that she asked for this agenda item to be included. She was under the impression that some of the problems the Selectmen's Office is having could be related to payroll issues. It was then explained that payroll is handled through the Finance Office, not the Selectmen's Office; the filing problem in the Selectmen's Office is from years of neglect where no paperwork was being filed.
2. L. Groh, Jr. stated that it is a good topic to look at, which the BOS and BOE can discuss if they choose, and then present to the BOF during the budget process.

X. Old Business

A. Town Garage Oil Spill Update- Insurance Claim

- 1. K. Beausoleil stated that he spoke with the Town Attorney who feels there can be some legal issues, so at the appropriate time, this would be a topic for an Executive Session. He stated that the Town Attorney has all the necessary information and will give an answer as soon as he can.

B. Appropriation and Borrowing Authority for up to \$200,000 for the Replacement of the Roof of the Town Owned Ellen Larned Museum Building

- 1. Joe Lindley explained that he contacted the State Historical Preservation Office and was told that if the roof is changed from tile to a different material, the building will not be eligible for grants in the future. They can apply for a \$50,000 grant to help with the costs of the roof, but they will only receive the grant if they put up the same tile roof.
- 2. J. Bellavance stated that this is an outrageous amount of money to spend for the roof.
- 3. L. Groh, Jr. stated that the West Thompson Fire department asphalt shingle roof cost approximately \$164,000. He was not sure how much money would be saved if the roof was asphalt or metal instead of tile, and he did not agree with changing the character of the Town owned building.

4. **Larry Groh, Jr. moved and Susanne Witkowski seconded the motion to approve the resolution as read**

Jim Bellavance- No	Ray Faucher, Jr.- No	Larry Groh, Jr.- Yes
Aaron McGarry- Yes	Susanne Witkowski- Yes	

**The motion carried.**

XI. Board of Finance Members Comments: None

XII. Adjourn

A. **Larry Groh, Jr. moved and Susanne Witkowski seconded the motion to adjourn.**

Jim Bellavance- Yes	Ray Faucher, Jr.- Yes	
Aaron McGarry- Yes	Rhonda Rooney- Yes	Susanne Witkowski- Yes

**The motion carried unanimously.**

B. A. McGarry adjourned the meeting at 9:29 PM.

Tina Fox  
Recording Secretary