



TOWN of
THOMPSON

BOARD OF FINANCE

Minutes: Regular Meeting
Thursday, September 21, 2017
Thompson Library/Community Center
7:00 PM

p. 1 of 4

Chairman Aaron McGarry called the meeting to order at 7:03 PM.

I. Roll call

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

II. Approve Minutes

A. August 17, 2017

- 1. **Larry Groh, Jr. moved and Susanne Witkowski seconded the motion to approve the minutes of the August, 2017 meeting as written.**

Jim Bellavance-Yes Larry Groh, Jr.- Yes Aaron McGarry- Yes
Rhonda Rooney- Yes Susanne Witkowski- Yes

The motion carried unanimously.

B. September 14, 2017

- 1. **Larry Groh, Jr. moved and Rhonda Rooney seconded the motion to approve the minutes of the September 14, 2017 meeting as written.**

Jim Bellavance-Yes Larry Groh, Jr.- Yes Aaron McGarry- Yes
Rhonda Rooney- Yes Susanne Witkowski- Yes

The motion carried unanimously.

III. Correspondence

- A. Email from Mary Ann Chinatti regarding public informational meeting agenda and memo for 929 Riverside Dr., sent September 18th and 19th.
- B. Email from Mary Ann Chinatti regarding CERC workshop sent September 18th.
- C. Email from Danielle Pederson sent September 21st regarding an invitation for the Strategic Planning Committee.
- D. Email from Danielle Pederson sent September 21st regarding a survey for the Strategic Planning Committee.
- E. Email Joe Lindley sent September 21st regarding the transfer for the Tourtellotte window project.
- F. Email from Rene Morin sent September 21st regarding budget suggestions.
- G. Information from Orla McKiernan-Rafferty given out before the meeting regarding budget suggestions made at the previous meeting.

IV. Citizen's Comments

- A. Mike Lajeunesse thanked the Board for dealing with the difficult budget situation. He hopes they would consider Rene Morin's suggestion from the previous meeting. The Town can correct things down the line. It's a way to move forward as a Town without hurting anyone. As far as attracting business, the Recreation Department and Library are two main features of the Town, and to cut them when Recreation is actually making money doesn't make any sense. Low income people need to use those services. Closing the Library/Community Center doesn't make sense if the Town wants to attract people, especially when there are other options for the Board to consider. He stated that he cannot fathom spending so much money for engineering studies when there's no State money coming for at least a couple of years.

V. Kenneth Beausoleil: Selectmen's Update

- A. K. Beausoleil stated that road work, including chip-sealing, is continuing. Road construction was completed on Line House and Tufts Hill using money from the paving fund. He has concerns with the proposed budget based on ongoing repairs. Some line items may be exceeded by the end of the year with the aging fleet repairs coming more frequently. The repairs include: 1) \$11,000 for four tires on a pay-loader; 2) \$11,000 for an engine rebuild on one 9-ton dump truck; 3) \$1,000 gas tank for a different 9-ton dump truck; 4) \$8,300 to replace a waste oil furnace at the Town Garage. About \$7,500 was already spent. These were not anticipated repairs.
- B. There was some discussion regarding the repairs/replacements, including if the items will go out to bid, where the estimates came from, if the Town looks for other estimates, life expectancy of a waste oil furnace, etc.
- C. J. Bellavance stated that he is concerned about the age of the equipment. As it gets older, there will be more repairs needed. The Town has to be careful about maintaining and replacing the equipment overtime.
- D. J. Sharpe stated that the life expectancy of a waste oil furnace is about ten years. Chemicals in the waste oil corrode the equipment faster.

VI. Melinda Smith: Education Update

- A. M. Smith, Superintendent, stated that there was a smooth opening of the school thanks to all staff at the school. They have been busy getting ready for the October 1st data pull, which is how the State education funding is calculated. There is a presentation on September 26th on bullying. October 4th and 5th the elementary and middle schools will be having squid dissection night. On October 12th, teachers will be looking at the science curriculum. The school received almost \$11,000 to expand the breakfast program. Michael Joyce received an \$80,000 CTE grant to expand the career and technical education programs. They are starting to put together a strategic plan. Enrollment is at 1,003 students. Students have moved in requiring a significant program and they are looking at the possibility of needing to outsource. A new compressor is needed for a freezer at a cost of \$5,000. They are spending as little as possible, and every requisition more than \$500 gets approved by the Superintendent.

VII. Orla McKiernan-Rafferty: Financial Report

- A. O. McKiernan-Rafferty gave a verbal report on the Town finances through the end of August. She stated that no additional State funding has been received. The Town has been frugal with spending, at about 39% of what the Town spent last year by this time. She has \$180,000 worth of bills that are unpaid. She has spoken to vendors and they have been understanding. She has some adjustments to do as requested by the auditors. There should be about \$2.8 million in the fund balance as of the end of Fiscal Year 2017. She stated that the Board needs to discuss the 90 day emergency budget.
- B. **Larry Groh, Jr. moved and Jim Bellavance seconded the motion to add 90 Day Emergency Budget Action on the agenda under Old Business as subsection A.**
 Jim Bellavance-Yes Larry Groh, Jr.- Yes Aaron McGarry- Yes
 Rhonda Rooney- Yes Susanne Witkowski- Yes
The motion carried unanimously.

VIII. Board of Trustees of the Tourtellotte Fund

- A. Transfer of 1909 Tourtellotte Window Project Funds, Not to Exceed \$300,000
1. **Larry Groh, Jr. moved and Susanne Witkowski seconded the motion to approve the \$300,000 transfer from the Trust Investment Fund to the Operating Budget for the 1909 Tourtellotte Window Project.**
 1. L. Groh, Jr. asked if \$300,000 is equal to everything that was approved to date, to which O. McKiernan-Rafferty answered affirmatively.
 2. L. Groh, Jr. stated that the Town already approved the \$300,000 during the budget process. The Town Attorney suggested this vote as a formality to make sure the money is used for what it was originally intended for.
 Jim Bellavance- Yes Larry Groh, Jr.- Yes Aaron McGarry- Yes
 Rhonda Rooney- Yes Susanne Witkowski- Yes
The motion carried unanimously.
 2. There was some discussion about whether or not this will need to go to Town Meeting, and how to word items like this in the budget process going forward.

IX. New Business: None

X. Old Business

- A. 90 Day Emergency Budget Action
1. O. McKiernan-Rafferty read the appropriate State statute aloud. The interpretation of the Town Attorney is that the BOF needs to vote every month after the 90 day period to expend the previous year's month of expenses, until the Town has a budget.
 2. S. Herbert asked if the amount would be the average of all the months, or the exact amount spent for the same month the previous year. O. McKiernan-Rafferty stated that she believes the exact amount spent last October is what can be spent this October.
 3. There was discussion about what the actual dollar amount the Board would be approving is, whether the Board can vote for only a 30 day budget or to extend it further, if the \$180,000 in unpaid bills could be paid, and if the amount to be authorized would be identical to what was spent last October. The Board agreed that the Town Attorney would be consulted, and a special meeting was scheduled for September 28th at 7:30 PM.

XI. Budget Workshop: None

XII. Board of Finance Members Comment: None

XIII. Adjourn

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

Jim Bellavance- Yes

Larry Groh, Jr.- Yes

Aaron McGarry- Yes

Rhonda Rooney- Yes

Susanne Witkowski- Yes

The motion carried unanimously.

B. Chairman Aaron McGarry adjourned the meeting at 8:17 PM.

Tina Fox
Recording Secretary