

**Woodstock Board of Finance
Regular Meeting
Tuesday, April 13, 2021 – 7:00 pm**
**In accordance with Governor Lamont’s Executive Orders and social distancing guidelines
recommended by the CDC, members of the Board of Finance participated in the meeting via ZOOM online.**

MINUTES

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

2. **Roll Call:**

Michael Dougherty (Present)

David Fortin (Present)

Michael Bernardi

Michele Woz

Roy Bradrick, Jr. (Present)

Frederick Chmura (Present)

Jeffrey Kelleher (Present)

Charlene Perkins Cutler (Alternate) (Present)

Excused: N/A

Noted for the Record: Quorum

Others Present: Karen Fitzpatrick, First Selectman Jay Swan, Janice Thurlow, Members of the Public

3. **Seat Alternate if Necessary:** None.

Chairman Dougherty stated Barry Shead submitted his letter of resignation and was sworn in as Town Treasurer to fill the term until November 2021. Chairman Dougherty asked members to share any nominations with him or the Republican Town Committee to fill this vacancy.

4. **Approve Minutes from March 16, 2021 Special Meeting and March 23, 2021 Regular Meeting:**

Motion was made by Roy Bradrick, Jr., and **Seconded** by Jeffrey Kelleher, to **Approve** the March 16, 2021 Special Meeting as presented. **Motion Carried Unanimously.**

Motion was made by Frederick Chmura, and **Seconded** by David Fortin, to **Approve** the March 23, 2021 Regular Meeting minutes as presented. Michael Bernardi **Abstained. Motion Carried.**

5. **Public Comment Instructions:** Chairman Dougherty briefly reviewed the rules and regulations associated with the Governor’s Executive Orders relative to conducting meetings via Zoom Online during COVID-19.

6. **Old Business:**

a) **Update on State Budget:** There were no updates on the state budget. Karen Fitzpatrick is currently navigating through information relative to the American Rescue Plan.

b) **Update on Local Bridge Project:** Karen Fitzpatrick stated she is working with John Navarro on an Easement Agreement for Mr. Chaplin, whose property abuts the construction. She will update the Board as more information becomes available.

c) **Request for Town Hall Emergency Expenditure:** There were no updates on this item.

d) **Update on Governor’s Executive Orders:** Chairman Dougherty noted they are awaiting further guidance on voting because there may be a change in the absentee balloting process, which might extend that period

of time. The BOF normally meets after the referendum, but if there is an extension to ballots being submitted, the BOF meeting may be later than normal to set the mill rate.

7. New Business:

- a) **Suspense List-Tax Collector:** Tax Collector Linda Bernardi referenced the Suspense List included in the meeting packets indicating a total of \$19,609.72. Ms. Bernardi will continue to pursue these collections and may consider sending the list to a collection agency to work through.

Motion was made by Michael Bernardi, and **Seconded** by Jeffrey Kelleher, to **Accept** the Tax Collector's Suspense List as presented. **Motion Carried Unanimously.**

- b) **Allocate Funds Between Board of Education and General Government:** Chairman Dougherty began by taking into consideration the anticipated revenues of \$24,222,745 from this year, and subtracting last year's BOE budget of \$19,205,251, last year's general government operating budget of \$4,997,898, and this year's current debt service of \$300,855, the discussions start with a \$281,259 deficit, which amounts to .349 mills or approximately 4/10 of a mill. The Proposition 46 limit is \$680,799, and there is \$138,913 in available funds from the rollover savings of the debt service from last year. Combining the Prop 46 limit and the rollover savings minus the starting deficit would result in a possible expenditure between BOE and BOF of \$538,453.

Mr. Bradrick thanked the BOS for its revised budget. He recommended adding the \$225,000 from the Woodstock Education Fund to the Board of Education budget. Mr. Fortin recommended the BOF cover the \$281,259 in revenue shortfall out of the available monies that they could allocate whether they go to the maximum of Prop 46 or not. Ms. Woz stated there has been no increase in the mill rate in three years and a zero percent increase may not be realistic.

David Fortin proposed maximizing Proposition 46, which would be a .95 mill increase without dipping into the general reserve fund. Several viewpoints and recommendations were shared by BOF members.

Karen Fitzpatrick explained the American Rescue Fund process. Funds are allocated over two years and monies received cannot go on the revenue side for taxes. Discussion ensued regarding the calculations used to determine the mill rate.

Motion was made by Michael Dougherty, and **Seconded** by Michael Bernardi, to **Approve** going to two-thirds of the Proposition 46 allowable reflecting \$453,866 and adding the debt service savings of \$138,913, for a maximum total of \$592,779, to allocate between the Board of Education and the Board of Selectmen. **Motion Carried with 4 Yea and 2 Nay** (David Fortin and Roy Bradrick, Jr.).

Discussion ensued regarding the allocation of the \$592,779. David Fortin recommended an 85-15 split, BOE and BOS, respectively. Discussion continued regarding the calculations. Michele Woz recommended allocating \$36,721 to the BOS as per its budget proposal, and the balance of \$556,058 to the Board of Education based.

c) Approve Final FY 22 Combined Budgets:

Motion was made by Frederick Chmura, and **Seconded** by Michael Bernardi, to **Approve** the General Government Budget including debt of \$5,474,387. **Motion Carried with 4 Yea and 2 Nay** (David Fortin and Roy Bradrick, Jr.).

Motion was made by Michael Bernardi, and **Seconded** by Jeffrey Kelleher, to **Approve** the Board of Education Budget of \$19,761,309. **Motion Carried with 4 Yea and 2 Nay** (David Fortin and Roy Bradrick, Jr.).

Motion was made by Frederick Chmura, and **Seconded** by Michael Bernardi, to **Approve** the Town of Woodstock Budget for FY Ending 2022 of \$25,235,696 and to appropriate said sum to meet the recommended expenditures. **Motion Carried with 4 Yea and 2 Nay** (David Fortin and Roy Bradrick, Jr.).

d) Approve Final FY 22-26 Combined Five-Year Capital Plans:

Motion was made by Michael Bernardi, and **Seconded** by Jeffrey Kelleher, to **Approve** the Final FY 22-26 Combined Five-Year Capital Plans as presented.

Mr. Bradrick voiced concern regarding funding Woodstock Academy's capital request of \$225,000 for the upcoming year. He recommended this cost be absorbed by the BOE. Chairman Dougherty stated there is no requirement for the BOF to commit to these capital plans. He explained the process for requesting these funds. Further discussion ensued.

Motion Carried with 5 Yea and 1 Nay (Roy Bradrick, Jr.).

e) Appoint Auditor for OPM-Mahoney Sabol:

Motion was made by Roy Bradrick, Jr., and **Seconded** by Michael Bernardi, to **Appoint** Auditor for OPM-Mahoney Sabol for the upcoming year. **Motion Carried Unanimously.**

f) Quarterly Reports Ending March 31, 2021: The Quarterly Reports Ending March 31, 2021 were included in the meeting packets. Karen Fitzpatrick, Linda Bernardi, and Janice Thurlow responded to questions.

8. **Public Comments:** Megan Bard-Morse asked for clarification on the mill rate increase voted on during this meeting and why the BOF chose a two-thirds increase and not the maximum allowable. Chairman Dougherty responded to her questions and explained the process the BOF would follow should the budget not pass.
9. **Other from Board:** Charlene Perkins Cutler thanked Ms. Fitzpatrick for distributing to the Board of Finance the breakdown of Covid-19 reimbursement grants for the Board of Selectmen and Board of Finance.
10. **Correspondence & Announcements:** Chairman Dougherty noted the annual town meeting is scheduled for May 4, 2021. The Board will be updated once a location is confirmed. The Referendum is scheduled for May 11, 2021. He further shared the resignation of Barry Shead from the Board of Finance. Any candidate recommendations may be sent to the Republican Town Committee.
11. **Adjournment:** **Motion** was made by Frederick Chmura, and **Seconded** by Jeffrey Kelleher, to **Adjourn. Motion Carried Unanimously.** The meeting adjourned at 8:42 pm.

The recording of this meeting can be found here: <https://youtu.be/GAZSj6HPjL4>

Respectfully submitted by Cynthia Brown, Recording Secretary. DISCLAIMER: These minutes have not yet been approved by the Board of Finance. Please refer to next month's minutes for approval/amendments.