

MINUTES

1. **Call to Order:** Chairman M. Dougherty called the meeting to order at 7 pm.
2. **Roll Call:**
Michael Dougherty (Present)
David Fortin (Present)
Roy Bradrick, Jr. (Present)
Frederick Chmura (Present)
Michael Bernardi (Present)
Jeffery Kelleher (Present)
Barry Shead (Alternate) (Present)
Charlene Cutler (Alternate) (Present)
Michele Woz (Alternate) (Present)
Noted for the Record: Quorum
Others Present: Karen Fitzpatrick, Dawn Adiletta
3. **Seat Alternate if Necessary:** None.
4. **Approve Minutes from January 14, 2020 Regular Meeting, January 14, 2020 Special Meeting, and January 15, 2020 Tri-Board Meeting:**

Michael Bernardi **Moved to Approve** the January 14, 2020 Regular Meeting minutes as presented; Frederick Chmura **Seconded; Motion Carried Unanimously.**

Roy Bradrick **Moved to Approve** the January 14, 2020 Special Meeting minutes as presented; David Fortin **Seconded; Motion Carried Unanimously.**

Frederick Chmura **Moved to Approve** the January 15, 2020 Tri-Board Meeting minutes as amended below; David Fortin **Seconded; Roy Bradrick Abstained; Motion Carried.**

January 15, 2020 Tri-Board Meeting minutes amended as follows: Page 1, Item 4a, 7th line: change “...(excluding the assessment)...” to “...(excluding the capital assessment)...”
5. **Public Comment:** None.
6. **Old Business:**
 - A. **Update on State Budget:** Karen Fitzpatrick referenced a memorandum from CCM regarding the Governor’s proposed FY21 state budget adjustments and the impact on Woodstock, a copy of which was distributed to the BOF members prior to the meeting. To date, the town has not received town aid road, LoCIP, and municipal grant aid, which is used for additional highway and road projects. She was then notified by the state that these items will be on their future agenda for bonding consideration. Overall aid from the state of Connecticut excluding the three items above, should be about \$5,010,146. Also noted was that the town still has not received any town aid money in the current FY budget. Regarding municipal grant aid, Ms. Fitzpatrick spoke with Martin Heff from the state and he indicated municipal aid is not being offered at this time. Taking into consideration the three items above, the town will not receive approximately \$450,000 in

revenue this year and potentially next year. She will use the numbers noted above as she works on estimated revenues in the upcoming budget.

B. Update on Local Bridge Project: Chairman Dougherty informed everyone that there is a public information meeting tomorrow, 2/12/20, at 5 pm, at the town hall to notify the public on the STEAP Grant. He encouraged members to attend.

C. Review and Approve BOF General Fund Balance Policy: The Policy was reviewed, and the following revisions were recommended:

- Page 1, Item 2: Remove the underscored word “major”
- Page 3, Item 3: Remove “a major” and replace “fluctuation” with “fluctuations”
- Page 3, 5th Para: Replace “shall monitor and modify” to “shall monitor and may modify”

Michael Bernardi **Moved to Approve** the General Fund Balance Policy as amended above; David Fortin **Seconded; Motion Carried Unanimously.**

7. New Business:

A. Discuss and Approve Small Cities Grant Write-offs: Karen Fitzpatrick stated that the Town of Woodstock had offered a small cities restricted grant to individuals based on income requirements, which is funded through HUD. She explained the process of how funds are distributed to applicants and the repayment process. There are three properties in bankruptcy or foreclosure, in which the town has liens against as a result of nonpayment. The auditors have recommended to write-off the total of \$41,505.

David Fortin **Moved to Approve** the three Small Cities Grant Write-offs totaling \$41,505 recommended by the Town Treasurer and Auditors; Michael Bernardi **Seconded; Motion Carried Unanimously.**

B. QTR Reports Ending December 31, 2019: The quarterly reports were distributed to the BOF prior to the meeting. Ms. Fitzpatrick noted the only change she is aware of at this time is the BOE’s estimated transportation increase of \$9,000 has nearly doubled and the estimated special education increase is now \$777,000. Ms. Fitzpatrick will use these figures as she begins Proposition 46 calculations. Last, Ms. Fitzpatrick noted a payment received in the amount of \$1.2 million in ECS at the end of January.

C. Open Space Representative: Chairman Dougherty stated that Glen Lessig was the BOF representative to the Open Space Land Acquisition Committee, and he has since resigned from the BOF. Open Space is looking for two representatives—one serving as an alternate. Mr. Chmura recommended Charlene Cutler to serve as the BOF representative given her background with the Last Green Valley.

Frederick Chmura **Moved to Nominate** Charlene Cutler as a representative on the Open Space Land Acquisition Committee; Michael Dougherty **Seconded; Motion Carried Unanimously.**

Chairman Dougherty volunteered to serve as the alternate representative.

David Fortin **Moved to Nominate** Michael Dougherty as an alternate representative on the Open Space Land Acquisition Committee; Roy Bradrick **Seconded; Motion Carried Unanimously.**

These nominations will be shared with the Board of Selectmen for their consideration and approval at a future BOS meeting.

8. **Public Comment:** Dawn Adiletta shared that the town clerk has her contact information should anyone need to communicate with her.
9. **Other from Board:** None.
10. **Correspondence & Announcements:** Chairman Dougherty shared upcoming BOF meeting dates, which included March 3rd at 7 pm to review the first budget presentation by the BOE; March 10th at 7 pm to review the general government budget; and, March 24th at 7 pm to review the combined budgets and revenues.
11. **Adjournment:** Frederick Chmura **Moved to Adjourn;** Michael Bernardi **Seconded; Motion Carried Unanimously.** The meeting adjourned at 8:02 pm.

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.