

**Woodstock Board of Finance
Regular Meeting
Tuesday, September 8, 2020 – 7:00 pm
In accordance with Governor Lamont’s Executive Order 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 M. Dougherty called the meeting to order at 7:13 pm.

2. Roll Call:

Michael Dougherty (Present)

David Fortin (Present)

Michael Bernardi (Present)

Roy Bradrick, Jr. (Present)

Frederick Chmura (Present)

Jeffrey Kelleher (Present)

Barry Shead (Alternate) (Present)

Charlene Cutler (Alternate) (Present)

Michele Woz (Alternate) (Present)

Excused: N/A

Noted for the Record: Quorum

Others Present: Karen Fitzpatrick, Jay Swan, Crystal Adams, Janice Thurlow, Members of the Public

3. Seat Alternate if Necessary: N/A

4. Approve Minutes from June 9, 2020 Regular Meeting:

David Fortin **Moved** to **Approve** the June 9, 2020 Regular Meeting minutes; Fred Chmura **Seconded**; with the following revisions:

- Page 2, 6C, 2nd sentence: Replace Town Treasurer with Tax Collector.
- Page 3, 7D, WA Capital Improvement Assessment vote to approve \$212,483: Identify those board members who voted Nay as follows: Frederick Chmura, Roy Bradrick and Jeffrey Kelleher.
- Page 3, 7D, WA Capital Improvement Assessment vote to approve \$218,136: Identify those board members who voted Nay as follows: Roy Bradrick and Barry Shead.

Motion Carried with one abstention by Mike Bernardi.

5. Public Comments: There were no public comments. Chairman Dougherty shared the protocol associated with conducting the meeting via Zoom Online.

6. Old Business:

A. Update on State Budget: Treasurer Karen Fitzpatrick had no updates at this time.

B. Update on Local Bridge Project: Public Works Director and Highway Facility Foreman John Navarro stated that the Peake Brook Road bridge and Hopkins Road bridge are in their final design phase. Peake Brook Road should be ready for bid in the spring and Hopkins Road in early to mid-summer. The Butts Road bridge will follow thereafter.

C. Update on Town Hall Renovation: First Selectman Jay Swan stated the renovations at the town hall are close to completion. Visitors entering the lobby are maintaining social distance near the service windows situated at the Tax Collector and Town Clerk offices.

7. New Business:

- A. Consider the request from Open-Space and Farmland Preservation and Committee for the joint purchase of development rights on Maplecrest Farm to recommend Board of Selectmen call a town meeting to approve.**

Dawn Adiletta clarified there is no addition to the town budget for this request. The funds have already been designated for similar projects and are in the land acquisition fund. There are adequate funds available to accommodate this purchase, and the request does not require a referendum.

Roy Bradrick **Moved to Recommend** the release of up to \$65,000 to participate in the purchase of the development rights of Maplecrest Farm; Michael Bernardi **Seconded**; **Motion Carried Unanimously.**

- B. Approve FY 19-20 Year End Transfers as recommended by the Board of Selectmen**

Chairman Dougherty stated a total of \$425,444.08 in FY 19-20 Year End transfers was recommended by the Board of Selectmen for the Board of Finance's consideration. It was noted that approval of the expenditures requires a town meeting and/or referendum or approval by the Board of Finance under Executive Order 7S.7 until such time the Executive Order expires or is amended. A spreadsheet listing CNR transfer requests was provided in the meeting packets. The requests include:

- \$212,483 representing the second installment for Woodstock Academy Capital Assessment
- \$70,000 for Lucas Compression Machines for the Woodstock Fire Protection Association and EMS
- \$100,000 for the Town Hall generator replacement
- \$42,961.08 for emergency tree removal for FY 2020-21

David Fortin **Moved to Approve** the transfers as recommended by the Board of Selectmen dated September 3, 2020 in the amount of \$425,444.08; Fred Chmura **Seconded**; discussion ensued.

Roy Bradrick shared his concern with the tuition component of Woodstock Academy and the emergency tree removal being designated as capital expenses. He felt the funds should be taken from the regular budget. Chairman Dougherty explained the town attorney has determined the emergency tree removal can be designated as a capital expense under public safety.

Motion Carried with 5 Yea and 1 Nay by Roy Bradrick.

- C. Approve the expenditure in the amount of \$212,483.00 as recommended by the Board of Selectmen from the Reserve for Capital and Nonrecurring Fund under Executive Order 7S.7 for the 2nd installment of the Woodstock Academy Capital Project**

David Fortin **Moved to Approve** the expenditure in the amount of \$212,483 as recommended by the Board of Selectmen for the Second Installment of the Woodstock Academy Capital Project as stated above; Fred Chmura **Seconded**; discussion ensued.

Chairman Dougherty clarified the protocol relating to Board of Finance votes and town meetings and referendums under the Governor's Executive Order.

Motion Carried with 5 Yea and 1 Nay by Roy Bradrick.

- D. Approve the expenditure in the amount of not to exceed \$70,000.00 as recommended by the Board of Selectmen from the Reserve for Capital and Nonrecurring Fund under Executive Order 7S.7 for the purchase of Lucas Compression Machines for the Woodstock Fire Protection Association and EMS**

Michael Bernardi **Moved to Approve** the expenditure in the amount not to exceed \$70,000 as recommended by the Board of Selectmen for the purchase of Lucas Compression Machines as stated above; David Fortin **Seconded; Motion Carried Unanimously.**

- E. Approve the expenditure in the amount of \$52,838.71 as recommended by the Board of Selectmen from the Reserve for Capital and Nonrecurring Fund under Executive Order 7S.7 for Upgrades to Lebanon Hill Rd Phase 1**

Fred Chmura **Moved to Approve** the expenditure in the amount of \$52,838.71 as recommended by the Board of Selectmen for Upgrades to Lebanon Hill Road Phase 1 as stated above; Michael Bernardi **Seconded; Motion Carried Unanimously.**

- F. Approve the expenditure in the amount of \$52,838.71 as recommended by the Board of Selectmen from the Reserve for Capital and Nonrecurring Fund under Executive Order 7S.7 for the Upgrades to English Neighborhood Rd Phase 3**

David Fortin **Moved to Approve** the expenditure in the amount of \$52,838.71 as recommended by the Board of Selectmen for Upgrades to English Neighborhood Road Phase 3 as stated above; Michael Bernardi **Seconded; Motion Carried Unanimously.**

- G. Approve the expenditure in the amount of \$42,961.08 as recommended by the Board of Selectmen from the Reserve for Capital and Nonrecurring Fund under Executive Order 7S.7 for Emergency Tree Removal for the Fiscal Year 2020-2021**

David Fortin **Moved to Approve** the expenditure in the amount of \$42,961.08 as recommended by the Board of Selectmen for Emergency Tree Removal for FY 2020-21 as stated above; Michael Bernardi **Seconded; Motion Passed with 5 Yea and 1 Nay by Roy Bradrick.**

- 8. Quarterly Reports for Fiscal Year Ending 6/30/20:** The quarterly reports for fiscal year ending 6/30/20 were included in the meeting packets. Mr. Chmura requested the FY 2020-21 revenue report be sent to him. Karen Fitzpatrick responded to questions regarding the Transfer Station and Health Insurance line items.
- 9. Public Comments:** First Selectman Swan reported that there will be increased costs relating to the general election because of the COVID-19 pandemic. The Secretary of State will eventually be awarding grants to the 169 towns with each town receiving the same amount. Mr. Chmura requested from Mr. Swan ballpark numbers, actual vs. usual, relating to the primary.

David Richardson commented about the public not having access to the supporting documents for the meeting, which he believes is a requirement under Executive Order 7S.7 and 7B.

- 10. Other from Board:** Chairman Dougherty stated there is a possibility of legal action against the town regarding the interpretation of Proposition 46 and statute 10.222, as well as some executive orders from the Governor. He will be meeting with the town attorney to receive an update.
- 11. Correspondence & Announcements:** The next meeting is scheduled for November 10, 2020, at 7 pm.
- 12. Adjournment:** Michael Bernardi **Moved to Adjourn;** David Fortin **Seconded; Motion Carried Unanimously.** The meeting adjourned at 8:10 pm.

The recording of this meeting can be found here: <https://www.youtube.com/watch?v=u16rDV1Rlpl>

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.