

**Town of Woodstock
Board of Selectmen
Special Meeting
Wednesday, August 22, 2018
4:00 PM – Room A**

MINUTES

PRESENT: Michael Alberts, Frank Olah, Chandler Paquette

OTHERS PRESENT: Joni Cullan, Karen Fitzpatrick, Roger Gale, Diane Miller, John Navarro

1. Call to Order

Alberts called the meeting to order at 4:00 p.m.

2. Approve Year End Transfers

Karen Fitzpatrick, Town Treasurer, reported that the Town ended the FY17-18 with a budget surplus on the government side of \$252,939.33, which doesn't include any of the excess revenues collected. She presented her recommendation of where their end of year surplus could be transferred. John Navarro has been concerned for some time about the significant degradation of three bridges in town, Peake Brook Road, Hopkins Road and Butts Road. Ms. Fitzpatrick's recommendation was for the Board to approve the surplus to be transferred into a Capital Non-Recurring Account designated for these local bridge projects. By designating the funds, it commits the funds for the labeled project and prevents others from being able to use that money for something else. If this CNR account is designated as a general bridge project account, it provides the flexibility for expending the money as necessary for any of those bridges as the costs are still unknown at this time. Mr. Navarro reported that two of the bridges have grant money allocated from the Local Bridge Program. A grant application has been submitted for the bridge on Butts Road but he was informed that a professional engineering study needed to be submitted. He has been in contact with Ryan Cooley of CME Engineering and with Francisco Fadul of the DOT to address it. Discussion ensued about the grant funding and possible costs relating to the bridge projects. **Olah moved to approve the FY17-18 general government budget surplus of \$252,939.33 to be transferred into an account designated as CNR-Local Bridge Projects.** Paquette reminded the Board that the Open Space Committee had requested if the budget had a surplus that they would like the Board to consider transferring money into their account. Ms. Fitzpatrick reported that the Open Space line item will still have over \$400,000 even after the transaction of the Young property. After discussion about how the fund would work, it was suggested that the Board consider naming the account CNR-Local Bridge Projects-Phase I, because once the town meeting has approved expending the funds, the town cannot add money into the account. **Olah moved to amend the motion to specify the account to be named CNR-Local Bridge Projects-Phase I. Motion carried unanimously.**

Ms. Fitzpatrick was thanked by the Board for her guidance in managing the Town's budget so closely and ending with only a 4.6% balance.

3. Citizens Comments

Olah mentioned that the minutes of August 2, 2018 stated an incorrect date for the Celebrating Agriculture event. It will be held on September 22 instead of what was stated (September 23).

Roger Gale asked the Board to consider approving a request by the Assistant Assessor to attend a class to become certified at a cost of \$150 for the class. Alberts indicated that her supervisor did not include the cost of sending her to class in his budget. Ms. Fitzpatrick responded by stating that if she were to attend she would need to be paid for her time as well as be reimbursed for mileage to/from Rocky Hill, Connecticut two evenings per week for five weeks in addition to the cost of the class.

4. Adjournment

Olah moved to adjourn at 4:27 p.m. **Motion carried unanimously.**

Respectfully submitted,
Joni Cullan
Recording Secretary