

**Board of Finance  
Regular Meeting Minutes  
Tuesday, July 14, 2015**

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

**2. Roll Call:** Michael Dougherty, Ronald Cabana, David Hosmer, George McCoy, David Fortin, David Richardson and Mark Shamber were present.

**Absent:** Frederick Chmura and Glen Lessig.

**Others:** Clerk Christine French and James Kaeding.

**3. Seat Alternate if Necessary:** David Hosmer, seconded by George McCoy, motioned to seat alternate members David Richardson and Mark Shamber. **Motion passed unanimously.**

**4. Approve Minutes from May 19, 2015 Meeting:** David Hosmer, seconded by George McCoy, made a motion to accept the May 19, 2015 meeting minutes.

Michael Dougherty noted that under agenda item number 5, the last sentence in the first paragraph should read "The new mil rate is 23.36, which is a .26 **mil** increase, not at .26% increase.

David Fortin pointed out a spelling error under New Business, in the fifth paragraph. It should be **policy**, not police.

**Motion to accept minutes as amended passed unanimously.**

**5. Request for Forest Management Plan – Conservation:** James Kaeding, chairman of the Conservation Commission explained to the Board of Finance that the Conservation Commission would like to have a forest management plan prepared for the piece of town owned property on Quarry Road and Perrin Road. The Conservation Commission has received a quote of \$1200.00, for doing the plan and the Commission would like to add \$300.00 for the public hearing once the Forest Management Plan has been completed. This would bring the estimated cost of the project up to \$1500.00, but the Commission may be able to go up to \$2000.00 with their funds to finance this project. The Commission would like to have this money reimbursed to its Special Revenue Fund from any proceeds made if the property is harvested. Mr. Kaeding assured the Board of Finance that if the timber on this property was cut, it would fall into the Forest Management Plan, and that it would be a sustainable harvest. He also stated that the Conservation Commission has contacted the Yale School of Forestry and it is hoped that the school will be able to do a Forest Management Plan on other town owned property in the future.

David Fortin asked if the Board of Selectmen were looking to doing a similar project on this piece of property. As far as Mr. Kaeding knew the Board of Selectmen was not looking into doing a Forest Management Plan on this piece of property.

After further discussion the Board of Finance informed Mr. Kaeding that if the Conservation Commission realized that \$2000.00 was not enough to cover this project to come back to the Board of Finance to request more funds.

George McCoy, seconded by David Richardson moved to approve the request to reimburse the Conservation Commission for a Forest Management Plan up to \$2000.00 if there is a timber harvest in the future. **Motion passed unanimously.**

Michael Dougherty asked if agenda item #7 (Old Business – A. By-Laws – Tables Until After Budget Season) could be discussed before item #6 (New Business).

David Hosmer, seconded by George McCoy made a motion to move agenda item #7 ahead of agenda item #6. **Motion passed unanimously.**

**7. Old Business – A. By Laws –Tabled Until After Budget Season:** Michael Dougherty informed the Board members that Treasurer Donna Stefanik had gathered what she could find in the way of by-laws. He would like to have two board members to informally go over these, gather questions or ideas from other members about the by-laws at present, and come up with ideas for future ones. Since there will be an election in November, Mr. Dougherty thought it would be best to wait to form a formal by-laws subcommittee until after the election. He also stated that Ms. Stefanik was currently compiling a book of policies and procedures and opinions that have occurred. David Fortin agreed to look at what is currently available, and it was suggested that Glen Lessig would be the other member.

David Hosmer, seconded by George McCoy, motioned to table taking formal action on the by-laws until after the next election. **Motion passed unanimously.**

**Insurance Stipend:** Mr. Dougherty read the following letter from the Town Attorney received late this



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July 13, 2015

Michael E. Dougherty  
Chairman  
Board of Finance  
Town of Woodstock  
Woodstock Town Hall  
415 Route 169  
Woodstock, CT 06281-3039

Re: ERISA Questions: Town Insurance Programs

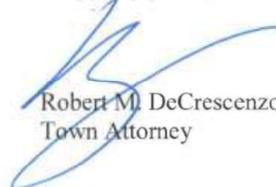
Dear Mr. Dougherty:

This is to provide you with an update on your request for advice concerning the questions raised by the Board of Finance concerning the town hall employee insurance incentive program. The questions raised in your letter are complicated, technical issues involving ERISA and other federal and state laws.

To provide the Board of Finance with a complete, cost-effective response, we have requested our expert insurance consultant to review the questions and offer their advice and guidance. We believe this approach will be the most cost effective means of giving the board guidance.

I expect to have our review complete by the end of July, 2015.

Very truly yours,



Robert M. DeCrescenzo, Esq.  
Town Attorney

RMDe/psm

afternoon:

Mr. Dougherty pointed out that the Town Attorney expects to have their review of this question completed by the end of July. Mr. Dougherty would like to schedule a special meeting on August 11, 2015 to review his opinion.

Many members of the Board of Finance expressed their disappointment that the Town Attorney has had this question since the end of May and it has not been answered. Board members were also concerned that if the stipend is deemed illegal that fees and penalties could be accruing rapidly.

Michael Dougherty, seconded by George McCoy motioned to schedule a special meeting for August 11, 2015 to go over the opinion from the Town Attorney and write a letter to the Town Attorney expressing the Boards

disappointment in the long delay in receiving an opinion on the question submitted. **Motion passed unanimously.**

Michael Dougherty and David Richardson agreed to compose the letter that will be sent to the Town Attorney.

Members of the Board of Finance feel that by researching this issue that they are doing due diligence. Once an opinion is received from the Town Attorney the Board will pass on their recommendations to the Board of Selectmen, who will decide what the next step will be.

**6. New Business:** David Richardson announced that the Board of Education recently passed a policy to subsidize tuition for non-resident staff's children. Mr. Richardson is concerned that this is in violation of State Statute Section 10-222 which in part reads "Expenditures by the board of education shall not exceed the appropriation made by the municipality, with such money as may be received from other sources for school purposes". Mr. Richardson states that if the money the Board of Education receives from any tuition payment will be used to help defray the tax burden of the town's people that will be within the scope of the statute. However if the money is going to be used to supplement the school budget he feels that this is in violation of State Statute 10-222.

Mr. Richardson would also like the auditor's to review any other special revenue accounts that the Board of Education may have, and whether or not these accounts can be considered special revenue accounts under the statute.

Mark Shamber disagreed with Mr. Richardson's interpretation of statute 10-222. He feels that this money that may come in from tuition will be used for educational purposes, and therefore fall under the guidelines of state statute 10-222.

It was decided that Mr. Dougherty would informally speak with Michael Bernardi, chairman of the Board of Education, to see what the Board of Education plans to do with any money received from tuition payments. He also agreed to speak with the auditor's about any special revenue accounts that the Board of Education may have. He will ask that their replies come in written form.

**8. Correspondence and Announcements:** Chairman Dougherty stated that there will be a tentative meeting scheduled for August 11, 2015 to go over the Town Attorney's opinion of the insurance stipend.

David Fortin asked if the Board of Education's reply to the tuition question would be discussed at the same meeting. Mr. Dougherty stated that he would ask for the answer to be available for the September regular meeting.

**9. Citizens Participation:** None.

**10. Adjournment:** David Hosmer, seconded by Ronald Cabana motioned to adjourn the meeting at 8:05pm.

Respectfully submitted,  
Christine G. French  
Clerk