



**City of Bristol
Board of Finance Meeting
March 26, 2019**

A meeting of the Board of Finance was held on Tuesday, March 26, 2019 at 6:00 p.m. in the Council Chambers of City Hall, 111 North Main Street, Bristol, Connecticut. The following were in attendance: Chairperson John Smith, Vice Chairman Orlando Calfe, Mayor Ellen Zoppo-Sassu, Commissioners Ron Burns, Jake Carrier, Nicolas Jones, Mike LaMothe, Marie O'Brien. Cheryl Thibeault was absent. Also present from the Comptroller's Office: Diane Waldron and Robin Manuele.

March 20, 2019

Ladies and Gentlemen:

The regular Board of Finance Meeting will be held on **Tuesday, March 26, 2019** at 5:30 p.m. in City Hall Council Chambers, 111 North Main Street, Bristol, Connecticut.

Agenda

1. Call to order
Pledge of Allegiance
2. Public Participation
3. Consent Agenda
 - a. Approval of Minutes: Regular Meeting – February 26, 2019
 - b. Approval of Minutes: Budget Hearings – February 26, 2019, February 28, 2019, March 4, 2019 and March 7, 2019
 - c. City Clerk: Transfer of \$300 within the City Clerk's operating budget
 - d. Fire Department: Transfers totaling of \$4,620 within the Fire Department operating budget
 - e. Library: Additional appropriation totaling \$258 within the Special Grants and Donations Fund
 - f. Public Works: Transfers totaling \$46,421 within the Public Works operating budget
 - g. Water Pollution Control:
 1. Transfers totaling \$21,754 within the Sewer Operating and Assessment Fund
 2. Transfers totaling \$35,096 within the Sewer Operating and Assessment Fund
 - h. Board of Education: Additional appropriation of \$129,579 within the Special Education Grant Fund
4. Committee Reports-
 - a. Banking & Audit Committee – March 15, 2019
 - b. Insurance Committee – March 19, 2019

c. Insurance Committee – March 26, 2019

5. Board of Education: Budget Update
6. Information Technology: Transfer of \$17,000 from the General Fund Contingency account
7. Community Services: Transfer of \$15,000 from the General Fund Contingency account
8. New Business:
9. Old Business:
10. Any other matter to come before said meeting
11. Adjournment

PER ORDER OF THE CHAIRPERSON

John Smith

1. Call to order

Chairperson Smith called the meeting to order at 6:00 p.m.

Pledge of Allegiance

2. Public Participation

3. Consent Agenda

- a. **Approval of Minutes: Regular Meeting – January 22, 2019**
- b. **City Council: Transfer of \$41,976 within the General Fund operating budget**
- c. **Public Works: Transfers totaling \$54,000 within the Public Works - Streets operating budget**
- d. **Library: Additional appropriation of \$5,500 within the within the Special Grants and Donations Fund**
- e. **Bristol Development Authority: Transfers totaling \$9,000 within the Community Development Block Grant Fund**
- f. **Fire Department:**
 1. **Additional appropriation of \$4,020 within the Special Grants and Donations Fund**
 2. **Transfer of \$100 within the Fire Department’s operating budget**
- g. **Youth Services:**
 1. **Additional appropriation of \$10,000 within the Youth Services operating budget**
 2. **Additional appropriation of \$6,949 within the Youth Services operating budget**
- h. **Police Department:**
 1. **Transfers totaling \$4,385 within the Special Grants and Donations Fund**
 2. **Additional appropriation of \$36,210 within the Special Grants and Donations Fund**
 3. **Transfers totaling \$853,065 within the Police Drug Forfeiture Fund**

4. **Additional appropriation of \$144,560 within the Police Drug Forfeiture Fund**
5. **Transfers totaling \$8,710 within the Police Department operating budget**
 - i. **Board of Education:**
 1. **Additional appropriation totaling \$5,993,049 within the Special Education Grant Fund**
 2. **Additional appropriation of \$13,300 within the Special Grants and Donations Fund**

Commissioner O'Brien made a motion seconded by Commissioner Calfe
"To approve the consent agenda and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

4. Committee Reports-
a. Banking & Audit Committee - March 15, 2019

Chairman Smith reviewed the Banking & Audit Committee report who met to review the Blumshapiro report of the Youth Service Operational Assessment. The findings and recommendations were reviewed with the Committee as well as with the Department Head.

Commissioner Burns made a motion seconded by Commissioner LaMothe
"To accept the Banking & Audit Committee report from March 15, 2019 and place on file."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

b. Insurance Committee - March 19, 2019

Chairman Smith stated the Committee met with Tracy Driscoll and HD Segur to review the City's insurance claims and are doing very well. Diane reviewed the health insurance portion of the meeting where discussions were held with Lockton on a variety of topics including 2019 budget projections, update on actual versus budget projections, update on pharmacy proposal with CIGNA and ESI, update on the Dental RFP and a preliminary analysis on stop loss. The Rx coalition is going away and CIGNA has purchased ESI. There is an opportunity for savings of approximately \$331,000 if the City switches to CIGNA for Rx for July 1 which will also mitigate administrative issues that have come up with the high deductible health place interface at the BOE. Stop loss numbers were presented at the \$1 million, \$750,000 and \$500,000 levels.

Commissioner Burns made a motion seconded by Commissioner O'Brien
"To approve Cigna's pharmacy integration proposal effective July 1, 2019."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

c. Insurance Committee - March 26, 2019

Chairman Smith stated the Insurance Committee met again this evening to review the 2020 Health Benefits Budget. This budget is including Stop Loss for the first time in a number of years. It is analyzed every year and the city has always come out ahead, but it is time to stop gambling and protect the City as the exposure is huge. Commissioner O'Brien questioned if this included the Board of Education. Robin confirmed it did, it was for all covered lives.

Commissioner Carrier made a motion seconded by Mayor Zoppo-Sassu
"To accept the Insurance Committee report from March 26, 2019 and place on file."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

Mayor Zoppo-Sassu made a motion seconded by Commission O'Brien
"To approve the recommendation of the Insurance Committee to purchase stop loss coverage."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

5. Board of Education: Budget Update

Diane stated the Board received the reports from the BOE and no update was scheduled for this month.

6. Information Technology: Transfer of \$17,000 from the General Fund Contingency account

Commissioner Calfe made a motion seconded by Commissioner LaMothe
"To transfer \$17,000 from the General Fund Contingency account to Information Technology - Repairs & Maintenance for the purchase of Seamless Docs and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

Commissioner Calfe questioned the breakdown for service and implementation costs. Scott Smith stated it was \$7,000 for April through June and \$10,000 for implementation costs.

7. Community Services: Transfer of \$15,000 from the General Fund Contingency account

Mayor Zoppo-Sassu made a motion seconded by Commissioner LaMothe
"To transfer \$15,000 from the General Fund Contingency account to Community Services - Relocation and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

8. **New Business:**
9. **Old Business:**
10. **Any other matter to come before said meeting**
11. **Adjournment**

Commissioner Burns made a motion seconded by Commissioner Calfe.

"To adjourn at 5:55 p.m."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

Attest:



Diane M. Waldron
Board of Finance Clerk

