



**City of Bristol
Board of Finance Meeting
May 26, 2020**

A meeting of the Board of Finance was held on Tuesday, May 26, 2020 at 5:30 p.m. via WebEx. The following were in attendance: Chairperson John Smith, Mayor Ellen Zoppo-Sassu, Commissioners Ron Burns, Orlando Calfe, Jon Mace, Nicolas Jones, Mike LaMothe, Marie O'Brien and Cheryl Thibeault. Also present from the Comptroller's Office: Diane Waldron and Robin Manuele.

May 20, 2020

Ladies and Gentlemen:

The regular Board of Finance Meeting will be held on Tuesday, May 26, 2020 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 Meetings - April 28, 2020 and April 28, 2020
 - b. Approval of Minutes: Regular Meeting - April 21, 2020
 - c. Library:
 1. Additional appropriation of \$3,455 within the Special Grants and Donations Fund
 2. Transfer of \$9,000 within the Library operating budget
 - d. Water & Sewer: Transfer of \$60,000 within the Sewer Operating and Assessment Fund
 - e. Public Works:
 1. Transfers totaling \$149,854 within the Capital Projects Fund
 2. Transfers totaling \$119,883 within the Capital Projects Fund
 - f. Fire:
 1. Transfer of \$1,500 within the General Fund
 2. Transfers totaling \$10,000 within the General Fund
 - g. Parks, Recreation, Youth and Community Services:
 1. Additional appropriation of \$5,506 within the Special Grants and Donations Fund
 2. Additional appropriation of \$360 within the Special Grants and Donations Fund
 3. Transfers totaling \$3,550 within the Parks, Recreation, Youth and Community Service operating budget
 4. Transfer of \$13,000 within the Equipment Building Sinking Fund

4. Tax Collector: Transfer of \$1,894,312 of uncollectible taxes to the Municipal Suspense List
5. Various Departments: Transfers totaling \$720,055 within the Equipment Building Sinking Fund
6. Corporation Counsel: To waive the indemnification contract language with Greywolf Distressed Opportunities Overseas Fund, L.P.
7. Comptroller's Office:
 - a. Additional appropriation of \$60,000 within the Capital Projects Fund
 - b. Approval to use \$400,000 of the Mill Rate Stabilization Fund to prefund City and BOE Health Benefits for FY2021
8. Board of Education: Budget Update
9. Liaison Reports
10. Chairman's Report
11. New Business:
12. Old Business:
13. Any other matter to come before said meeting
14. Adjournment

1. Call to order

Chairperson Smith called the meeting to order at 5:30 p.m.

2. Public Participation
3. Consent Agenda
 - a. Approval of Minutes: Regular Meetings – April 28, 2020 and April 28, 2020
 - b. Approval of Minutes: Regular Meeting – April 21, 2020
 - c. Library:
 1. Additional appropriation of \$3,455 within the Special Grants and Donations Fund
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 1. Transfers totaling \$149,854 within the Capital Projects Fund
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 - f. Fire:
 1. Transfer of \$1,500 within the General Fund
 2. Transfers totaling \$10,000 within the General Fund
 - g. Parks, Recreation, Youth and Community Services:
 1. Additional appropriation of \$5,506 within the Special Grants and Donations Fund
 2. Additional appropriation of \$360 within the Special Grants and Donations Fund

3. Transfers totaling \$3,550 within the Parks, Recreation, Youth and Community Service operating budget
4. Transfer of \$13,000 within the Equipment Building Sinking Fund

Commissioner O'Brien made a motion seconded by Commissioner Thibeault
"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. Tax Collector: Transfer of \$1,894,312 of uncollectible taxes to the Municipal Suspense List

Commissioner Burns made a motion seconded by Commissioner Calfe
"To transfer \$1,894,312.57 of uncollectible taxes; \$1,255,915.61 for Motor Vehicles, \$494,920.26 for Supplemental Motor Vehicle and \$143,476.70 for Personal Property and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Ann Bednaz, Tax Collector explained in the past the City has not suspended the current Grand List, and Ann would like to request that the City begin this process this year. Most other Connecticut City's currently do this. The taxes still remain collectible, and are referred to the collection agency.

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

5. Various Departments: Transfers totaling \$720,055 within the Equipment Building Sinking Fund

Commissioner Thibeault made a motion seconded by Commissioner Calfe
"To transfer \$720,055 within the Equipment Building Sinking Fund for the purchase of Capital Outlay for various departments 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.

6. Corporation Counsel: To waive the indemnification contract language with Greywolf Distressed Opportunities Overseas Fund, L.P.

Commissioner Calfe made a motion seconded by Commissioner Burns
"To waive the indemnification contract language within the Greywolf Distressed Opportunities Overseas Fund, L.P. contract."

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

7. Comptroller's Office:

a. Additional appropriation of \$60,000 within the Capital Projects Fund

Commissioner O'Brien made a motion seconded by Commissioner Burns
"To transfer \$60,000 within the Capital Projects Fund for Pine Lake Adventure Park upgrades 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.

b. Approval to use \$400,000 of the Mill Rate Stabilization Fund to prefund City and BOE Health Benefits for FY2021

Mayor Zoppo Sassu made a motion seconded by Commissioner O'Brien
"To approve the use of \$400,000 from the Mill Rate Stabilization Fund to prefund City and BOE Health Benefits for FY2021."

Commissioner Calfe questioned the use of these funds, as he recalls there was \$1.65 million put aside, with \$650,000 for the Senior Tax Relief Fund and \$1 million is being used for the budget. Diane explained this is part of the \$1 million, it is being used to prefund the Health Benefits budget to keep within the 2.5% budget cap, as health insurance increase was a significant factor in the 2021 budget increase.

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

8. Board of Education: Budget Update

Financial information was provided, no formal presentation this month.

9. Liaison Reports

10. Chairman's Report

John updated the Board on the South Side School HVAC project which is underway, classrooms are being cleared and the the environmental phases is beginning. The project is scheduled to be completed a week after school starts with no disruption to the first week of school.

With regard to the Memorial Boulevard project, the contractor's trailers are in place, fencing is going up and the fields will still be useable. The environmental phase will be starting this week.

11. New Business:

Commissioner Thibeault questioned the gift card policy for the City, they should be treated like cash as she noted in reviewing the credit card purchases that several were purchased by the Senior Center this month.

Mayor Zoppo Sassu stated the gift cards at the Senior Center are for groceries for senior who cannot get out. The seniors are reimbursing with a check so there is minimal contact with the Senior. The Senior Center revolving fund was being used for this.

12. Old Business:

Mayor Zoppo Sassu stated Commissioners were emailed this afternoon a summary from Corporation Counsel Attorney Clift information on the Greene Hills School, and the City's legal position on the repairs is spelled out if action is taken. Discussion was held on this topic, Commissioner O'Brien asked for an estimate of the repairs. Commissioner Smith stated a company has looked at it, Pete Fusco has been asked to review it as it is over two years old. John will follow up with Roger and Pete Fusco.

13. Any other matter to come before said meeting

14. Adjournment

Commissioner Burns made a motion seconded by Commissioner O'Brien

"To adjourn at 5:58 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

