

**Mayor's Five-Year Capital Improvement Program  
Minutes of Special Meeting  
March 20, 2008**

Members Present: Chairman Mayor Arthur J. Ward  
Councilman Mike Rimcoski  
Councilman Kevin McCauley  
Councilman Frank Nicaastro  
Board of Finance Chairman Richard Miecznikowski

Absent: Board of Finance Commissioner Roald Erling

Also Present from the City: Glenn S. Klocko, Comptroller  
Robin L. Manuele, Assistant Comptroller  
Jodi A. McGrane, Recording Secretary  
David J. Bernagel, Chief Accountant  
Cynthia Smith, Accountant

The meeting was called to order by Chairman Mayor Ward in the Council Chambers, at 4:05 p.m.

**To review and approve the Capital Budget for 2008-2009 and to take any action as necessary.**

Comptroller Glenn Klocko provided an analysis of debt capacity to provide an understanding of the long-term financial consequences to the City. The past has \$51 million plus \$15 million authorized but not issued; the proposal has an additional \$17 million of debt requested. The future has at least \$30 million with the schools coming up. As Comptroller, Glenn has three concerns which need to be looked at: financial flexibility, borrowing capacity and credit quality. When performing the debt analysis Glenn look at the City's revenue and expenditure trends, maintaining the fund balance level according to the Board of Finance policy and the reliability of future revenues expected to pay for debt service. When looking at debt service the credit agencies will look at debt per capita, debt service as a percentage of expenditures, percentages and dollar amounts of debt service increase and the affect of the mill rate. There are also several market factors which our financial advisors, People's Bank, discussed three areas of concern which include: rising interest rates, market receptivity and credit ratings. The City's current credit rating is AA3, which the City should look to maintain. The City must be cautious in planning to issue new debt amounts that approach levels of affordability and reduces our flexibility to issue additional debt in the future. After discussions with the Mayor, Glenn is recommending the City has the capacity to issue between \$5-7 million of debt. Mayor Ward questioned the last time the City was in this type of situation we are in right now. Glenn responded the last time a large amount of debt was issued was the renovations of the two high schools, 1997-1998, but the economy was in better shape. Glenn discussed the sources of funding these projects can be funded by: general fund cash, grants, LoCIP, state grants, other and debt service.

The following projects are recommended for approval by Glenn & the Mayor:

- 09-02 Replacement of Bristol Eastern Track
- 09-13 Rockwell Park Renovations
- 09-20 WPC- Forestville SSO Reduction Relief Force Main

Mayor Ward requested Brian Fowkes explain the importance of the Force Main project. Brian explained this project has to do with flooding issues during three different storms in Forestville. The cost of this project will be split between the City and sewer usage fees. There is going to be a quarterly increase to residents in their bill of \$4.40 which is equivalent to \$1.50 a month or 10% for the year. Brian explained the findings of a consultant who looked at the Broad Street

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Pump Station and ways to resolve the problem. The funding would be for the first of three phases of the project. Glenn explained the recommendation is to issue the entire \$5.4 million in debt and half of it will be repaid by the rate increase and the other half paid through the City mill rate. Councilman Rimcoski expressed his concerns with the rate increase and the burden to the tax payers.

Glenn stated the next item suggested for approval would be 09-25 Coppermine Brook-Realignment at Frederick Street. Mayor Ward expressed his concerns with the Coopermine Brook.

The total of these four recommended projects is \$6.2 million. Another project, 09-21 North Main Street may also want to be considered this year because as Dave Bertnagel explained there are prior appropriations in place and this project would finish the area up.

Glenn explained further recommendations for approval which include projects paid for by the General Fund Cash, General Fund Reserve, LoCIP, WPC CNR, Other Funds and State Grants because they do not affect the mill rate. These projects will not affect the debt service.

*Councilman Nicastro left the meeting at 4:33 p.m.*

### **Project 09-12 Water Department- Water Storage Tank Improvements**

This project is different because the Water Department will reimburse the City for the bonding of this project.

It was MOVED by Councilman Rimcoski and seconded by Rich Miecznikowski and VOTED UNANIMOUSLY to approve Project 09-12 Water Department- Water Storage Tank Improvements.

### **Project 09-01 City Clerk-Vault Expansion**

It was MOVED by Rich Miecznikowski and seconded by Councilman Rimcoski and VOTED UNANIMOUSLY to approve Project 09-01 City Clerk-Vault Expansion.

### **09-02 BOE- Replacement of Bristol Eastern Track**

William Smyth explained the track has not held up, and if it is not replaced the repairing and patching will continue. The guarantee is only five years on the track. The normal life span is seven to ten years.

It was MOVED by Rich Miecznikowski and seconded by Councilman Rimcoski and VOTED UNANIMOUSLY to approve Project 09-02 BOE- Replacement of Bristol Eastern Track.

Councilman McCauley stated there were not any minutes included in the packet received by the Committee and he would like those before considering these projects. The information is prudent in making these decisions. Councilman McCauley suggested tabling the approval of these items until additional information is received so an educated decision can be made. Glenn noted the minutes from previous years are not verbatim minutes. Mayor Ward stated he does not have a problem with tabling action until another meeting if the Committee requests this.

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Councilman McCauley made a motion to table the decision of remaining items until another meeting. Councilman Rimcoski seconded for a vote only. Councilman McCauley stated he questioned the validity of the meeting and the number of Councilmembers on the Committee. Councilman Nicastro is checking into this with Corporation Counsel.

Richard Lacey from Corporation Counsel explained because this is a quorum of the Council, the discussion must be only on the Five Year Capital Committee items and not stray to other Council Matters.

The Mayor suggested the LoCIP items be discussed and the committee agreed.

### **Project 09-05 BDA Southeast Business Park Sidewalks Phase III**

It was MOVED by Councilman McCauley and seconded by Councilman Rimcoski and VOTED UNANIMOUSLY to approve Project 09-05 BDA Southeast Business Park Sidewalks Phase III.

### **09-39 Public Works- Sidewalks- Redstone Hill Road**

It was MOVED by Rich Miecznikowski and seconded by Councilman McCauley and VOTED UNANIMOUSLY to approve Project 09-39 Public Works- Sidewalks- Redstone Hill Road.

*Councilman Nicastro returned to the meeting at 4:43 p.m.*

### **09-42 Public Works- Sidewalks- Crown Street**

It was MOVED by Rich Miecznikowski and seconded by Councilman McCauley and VOTED UNANIMOUSLY to approve Project 09-42 Public Works- Sidewalks- Crown Street.

### **09-43 Public Works- Sidewalks- King Street**

It was MOVED by Councilman McCauley and seconded by Rich Miecznikowski and VOTED UNANIMOUSLY to approve Project 09-43 Public Works- Sidewalks- King Street.

### **09-14 Parks- Security Improvements**

It was MOVED by Councilman Nicastro and seconded by Councilman McCauley and VOTED UNANIMOUSLY to approve Project 09-14 Parks- Security Improvements.

### **09-15 Parks- Park Signage**

It was MOVED by Rich Miecznikowski and seconded by Councilman McCauley and VOTED UNANIMOUSLY to approve Project 09-15 Parks- Park Signage.

### **09-24 Public Works- Coppermine Brook Improvements- Engineering**

It was MOVED by Councilman Nicastro and seconded by Councilman McCauley and VOTED UNANIMOUSLY to approve Project 09-24 Public Works- Coppermine Brook Improvements- Engineering.

### **09-40 Public Works- Hart Street Detention Pond**

It was MOVED by Councilman Nicastro and seconded by Councilman McCauley and VOTED UNANIMOUSLY to approve Project 09-40 Public Works- Hart Street Detention Pond.

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There is a motion on the table from Councilman McCauley to table the remaining items to another meeting. Councilman Rimcoski opposed. The Mayor will schedule another meeting in a week so the information can be reviewed. David Bertnagel stated the minutes are available on the City's website.

**Adjournment.**

It was agreed the Committee would reconvene next week to continue the Agenda.

Councilman Rimcoski made a motion to adjourn and seconded by Councilman McCauley and VOTED UNANIMOUSLY to adjourn at 4:47 p.m.

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Jodi A. McGrane  
Recording Secretary