



**City of Bristol
Board of Finance Meeting
January 26, 2010**

A meeting of the Board of Finance was held on Tuesday, January 26, 2010 at 6:30 p.m. in the City Hall, Council Chambers, 1st floor, 111 North Main Street, Bristol, Connecticut. The following Commissioners were in attendance: Chairman Miecznikowski, Commissioners Paul Tonon, Cheryl Thibeault, John Smith, Janet Moylan and Mark Peterson. Greg Fradette, Mayor Ward were absent. Also present from the Comptroller's Office: Glenn Klocko and Robin Manuele.

January 19, 2010

Ladies and Gentlemen:

**The Regular Board of Finance Meeting will be held on Tuesday,
January 26, 2010 at 6:30 pm in City Hall Council Chambers, 111 North Main Street,
Bristol, Connecticut.**

Agenda

- 1. Chairman Miecznikowski to call the meeting to order.**
- 2. Public Participation**
- 3. Consent Agenda:**
 - a. Approval of the minutes from the Regular Board of Finance Meeting December 15, 2009**
 - b. Quarterly Update on Local Bidding Preference**
 - c. Public Works: Reduce the Hybrid Grant- R 31 by \$33**
 - d. Department of Aging: Additional appropriation of \$59,991 funded by the Elderly and Disabled Demand Responsive grant**
 - e. Building Department: Transfer of \$255 within the Building department's operating budget**
 - f. Emergency Management: Transfer of \$250 within the Emergency Management's operating budget**
 - g. City Clerk: Additional appropriation of \$3,000 within the Special Grants & Donations Fund funded by grant revenue**
 - h. Education:**
 - 1. Additional appropriations totaling \$20,837 within the Special Grants & Donations Fund funded by grant revenue**
 - 2. Additional appropriation totaling \$365,972 within the Special Education Grant Fund funded by grant revenue**
 - 3. Reduce the Family Resource Center- South Side grant appropriation by \$4,875**

4. Reduce the Family Resource Center- O'Connell grant by appropriation by \$4,875
4. Public Works: Water Pollution Control: Additional appropriation of \$76,000 within the WPC's Capital and Nonrecurring account funded by Fund Balance
5. Bristol Development Authority: Transfer of \$17,372 within the BDA's operating budget
6. Board of Education: Presentation by Dr. Streifer
7. New Business:
8. Old Business:
 - a. Monthly Update on Code Enforcement
 - b. Monthly Update on General Fund
 - c. Monthly Update on Centre Mall
 - d. Monthly Update on Downtown Development Fund
 - e. 2010-2011 Budget Discussion
9. Any other matter to come before said meeting
10. Adjournment

PER ORDER OF THE CHAIRMAN
Richard Miecznikowski

Glenn S. Klocko
Board of Finance Clerk

1. Chairman Miecznikowski to call the meeting to order.

Chairman Miecznikowski called the meeting to order at 6:30 p.m.

2. Public Participation

None

3. Consent Agenda:
 - a. Approval of the minutes from the Regular Board of Finance Meeting December 15, 2009
 - b. Quarterly Update on Local Bidding Preference
 - c. Public Works: Reduce the Hybrid Grant- R 31 by \$33
 - d. Department of Aging: Additional appropriation of \$59,991 funded by the Elderly and Disabled Demand Responsive grant
 - e. Building Department: Transfer of \$255 within the Building department's operating budget
 - f. Emergency Management: Transfer of \$250 within the Emergency Management's operating budget
 - g. City Clerk: Additional appropriation of \$3,000 within the Special Grants & Donations Fund funded by grant revenue
 - h. Education:

1. **Additional appropriations totaling \$20,837 within the Special Grants & Donations Fund funded by grant revenue**
2. **Additional appropriation totaling \$365,972 within the Special Education Grant Fund funded by grant revenue**
3. **Reduce the Family Resource Center- South Side grant appropriation by \$4,875**
4. **Reduce the Family Resource Center- O'Connell grant by appropriation by \$4,875**

Commissioner Moylan made a motion seconded by Commissioner Smith.

"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 Chairman declared the motion carried.

4. **Public Works: Water Pollution Control: Additional appropriation of \$76,000 within the WPC's Capital and Nonrecurring account funded by Fund Balance**

Commissioner Smith made a motion seconded by Commissioner Tonon.

"To make an additional appropriation of \$76,000 within the Water Pollution Control's Capital and Nonrecurring Fund funded by Fund Balance and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Commissioner Peterson asked what the balance of WPC's Fund Balance is. Walter stated it is a very healthy account, which Robin Manuele agreed with.

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

Chairman Miecznikowski thanked Walter for his attention to a citizen requesting tree removal on West Washington St.

5. **Bristol Development Authority: Transfer of \$17,372 within the BDA's operating budget**

Commissioner Thibeault made a motion seconded by Commissioner Tonon.

"To transfer \$17,372 within the Bristol Development Authority's operating budget and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Commissioner Thibeault stated she had questions before the meeting which she emailed and Debbie Shapiro responded to very thoroughly and she also spoke with her before the meeting.

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

6. Board of Education: Presentation by Dr. Streifer

Item 6. was skipped because Dr. Streifer was not present.

7. New Business:

Commissioner Moylan explained she met with Glenn last week to discuss a three year projection plan. She would like to see the departments shown in a more condensed version and roll into the next year's projections. Glenn stated he is working on a draft which shows this year, next year's submissions and two years worth of projections. There aren't any numbers plugged in yet for the projections, but he is working on it. Glenn stated he has serious concerns with interest income. Commissioner Smith stated he plans on working with the Insurance Committee with some new ideas.

The Board returned to item 6.

Dr. Streifer provided an update on the Board of Education. The cost savings of closing Bingham at the end of this school year will save approximately \$1.2 million. Dr. Streifer reviewed the BOE budgetary control system briefly discussing the 20% hold backs at the beginning of the year, with 10% being released in January. There are various budget drivers which include loss of state aid, cut backs in grants, special education costs and unfunded mandates. There have been various efforts to reduce costs including the teacher retirement program, employee group concessions in 2008-09, budgetary control system, proposal to close Bingham and participating with the State race to the top program. Dr. Streifer reviewed test results and cohort analysis with the Board. The goals of the Board of Education include having all students ready for college, the goal is the goal, investing in continued professional development, hiring the best, brightest and most diverse staff possible and communicating successes and needs with all City board and Community at large.

Cheryl Thibeault left the meeting at 7:17 pm.

Glenn stated the Mayor is putting together a Charter revision committee and he is suggesting the Charter state a date the Board of Education would be required to turn their budget over to the City. Glenn's suggestion is the first week in March. Dr. Streifer stated it wouldn't be a huge inconvenience. The departments work on their budgets and submit them to Dr. Streifer between Thanksgiving and Christmas. The budget goes to the Board of Education's finance committee until February. Typically the full Board approves the Budget in March.

Glenn asked Dr. Streifer if the construction schedule is still on. Dr. Streifer stated the plan is the plan but he would defer this question to the Board, there are pressing issues which need to be discussed.

8. Old Business:

- a. **Monthly Update on Code Enforcement**
- b. **Monthly Update on General Fund**
- c. **Monthly Update on Centre Mall**
- d. **Monthly Update on Downtown Development Fund**
- e. **2010-2011 Budget Discussion**

Commissioner Smith asked if BDDC will need more money. Robin Manuele stated their budget request for \$120,000 came in today.

Glenn stressed the importance of the City not having a deficit two years in a row. Interest income, building permits, conveyance tax and excess aid are all down. Glenn stated the City is looking to issue the largest debt the City has ever seen and the City needs to do something to negate another deficit.

Commissioner Moylan asked if the Mayor has had any success with concessions. Glenn stated the Mayor has had several meetings with Diane, but he has heard from the Unions they are not looking for concessions.

9. Any other matter to come before said meeting

10. Adjournment

Commissioner Moylan made a motion seconded by Commissioner Thibeault.

"to adjourn at 7:25 p.m."

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

Attest:



Glenn S. Klocko
Board of Finance Clerk