

**Board of Finance Meeting
March 27, 2007**

A regular meeting of the Board of Finance was held on Tuesday, March 27, 2007 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: Vice Chairman Roald Erling, Commissioners Don Soucy, Mark Peterson, Ron Messier, Delores Capers, Janet Moylan, John Smith and Mayor Stortz. Chairman Richard Miecznikowski was absent.

March 20, 2007

Ladies and Gentlemen:

The Regular Board of Finance Meeting will be held on Tuesday, March 27, 2007 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-February 27, 2007**
 - b. **Approval of the minutes from the Special Board of Finance Meeting-March 1, 2007**
 - c. **Board of Education:**
 1. **Additional appropriation of \$9,465 within the Special Grants & Donations Fund funded by grant revenue**
 2. **Additional appropriation of \$27,315 within the Special Educational Grant Fund funded by grant revenue**
 3. **Additional appropriation of \$112,911 funded by telecom reimbursements**
 - d. **Building: Transfer of \$500 within the Building Department Operating Budget**
 - e. **Fire Department:**
 1. **Refer the Assistance to Firefighters Grant-Emergency Vehicle Preemption application to the Miscellaneous Matters Committee pending grant approval**
 2. **Appropriation of \$47,880 for the FY 2006 Assistance to Firefighters Grant funded by \$38,304 in federal grant revenue and a transfer of \$9,576 from the General Fund Contingency account**
 - f. **Department of Aging: Refer the Dial A Ride Transportation Grant application to the Miscellaneous Matters Committee pending grant approval**
 - g. **Park & Recreation: Transfer of \$2,200 within the Park & Recreation Operating Budget**
4. **Committee Reports**
 - a. **Insurance Committee- March 16, 2007**

- b. **Miscellaneous Matters Committee- March 27, 2007**
5. **Public Works:**
 - a. **Bid Waiver for professional services for the replacement of the West Washington Street Bridge**
 - b. **Transfer of \$65,500 from the Equipment & Building Sinking Fund Contingency and a bid waiver to purchase an excavator**
 - c. **Additional appropriation of \$940,000 within the Capital Nonrecurring Fund funded by state reimbursements**
 - d. **Transfer of \$80,000 from Capital Projects Major Bridge Contingency account and a bid waiver for Frederick Street Bridge**
6. **New Business:**
7. **Old Business:**
 - a. **Community Services: An additional appropriation of \$125 funded by a donation**
 - b. **Monthly Update on General Fund**
 - c. **Monthly Update on Centre Mall**
8. **Any other matter to come before said meeting.**
9. **Adjournment.**

PER ORDER OF THE CHAIRMAN
Richard Miecznikowski

Glenn S. Klocko
Board of Finance Clerk

1. **Chairman Miecznikowski to call the meeting to order.**

Vice Chairman Erling called the meeting to order at 6:31 p.m.

Vice Chairman Roald Erling will be the acting Chairman for this meeting in the absence of Chairman Richard Miecznikowski.

2. **Public Participation:**

Douglas Thompson of Larkspur Lane addressed the Board with his concerns of the lack of government fiscal responsibility and funding of Other Post Employment Benefits (OPEB). Doug has previously spoken at two Council meetings. He has been speaking with several local and state representatives. He is raising an issue about Bristol unfunded retiree health insurance liability. While addressing the Board Doug referenced the June 30, 2005 Aon Consulting Report he received through a Freedom of Information request to Corporation Counsel.

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- c. **Board of Education:**
 - 1. **Additional appropriation of \$9,465 within the Special Grants & Donations Fund funded by grant revenue**
 - 2. **Additional appropriation of \$27,315 within the Special Educational Grant Fund funded by grant revenue**
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- d. **Building: Transfer of \$500 within the Building Department Operating Budget**
- e. **Fire Department:**
 - 1. **Refer the Assistance to Firefighters Grant-Emergency Vehicle Preemption application to the Miscellaneous Matters Committee pending grant approval**
 - 2. **Appropriation of \$47,880 for the FY 2006 Assistance to Firefighters Grant funded by \$38,304 in federal grant revenue and a transfer of \$9,576 from the General Fund Contingency account**
- f. **Department of Aging: Refer the Dial A Ride Transportation Grant application to the Miscellaneous Matters Committee pending grant approval**
- g. **Park & Recreation: Transfer of \$2,200 within the Park & Recreation Operating Budget**

Commissioner Peterson made a motion seconded by Mayor Stortz.

“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. Committee Reports
a. Insurance Committee- March 16, 2007

John Smith reviewed the Insurance Committee meeting of March 16, 2007. The Committee discussed the Claim Comparison Report presented by Webster. Also, HD Segur offered a price reduction for insurance, since this year would be a bid year. The Committee agreed “to accept the current insurance proposal from Tracy Driscoll for the 2007-08 fiscal year.”

Commissioner Messier made a motion seconded by Mayor Stortz.

“To accept the Insurance Committee report as presented by Chairman John Smith from the March 16, 2007 meeting and place it on file.”

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

b. Miscellaneous Matters Committee- March 27, 2007

Commissioner Capers made a motion seconded by Mayor Stortz.

“To table the Water Department Management Study until the completion of the current study be finalized by the Water Department”

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

5. Public Works:

a. Bid Waiver for professional services for the replacement of the West Washington Street Bridge

Mayor Stortz made a motion seconded by Commissioner Peterson.

“To allow a bid waiver for professional services for the replacement of the West Washington Street Bridge.”

Commissioner Smith asked if Maguire Group designed the bridge. Walter Veselka, Public Works Director, stated yes Maguire Group designed the bridge. Commissioner Smith questioned if that was ok to have a company inspect a bridge they designed. Walter replied that they would be inspecting their design. Commissioner Peterson asked why a bid waiver was needed, is it possible we get a better price from another company. Paul Strawderman, City Engineer explained there are two reasons why they are requesting a bid waiver. Maguire Group is familiar with the site and project, and would know what needs to be done without learning about the situation. If the project was to go out to bid, construction would be pushed back several months. The current DEP permit limits the time work can be done in the stream from June to September, going out to bid could jeopardize the time schedule. The project will be completed under the state's local bridge program, so the City is eligible for about 30% reimbursement costs.

Following a voice vote the Chairman declared the motion carried.

Commissioner Soucy, Peterson and Capers voted NO.

Mayor Stortz left the meeting at 6:51 p.m.

b. Transfer of \$65,500 from the Equipment & Building Sinking Fund Contingency and a bid waiver to purchase an excavator

Commissioner Smith made a motion seconded by Commissioner Messier.

“To transfer \$65,500 from the Equipment & Building Sinking Fund Contingency and allow a bid waiver to purchase an excavator for Public Works and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance.”

Commissioner Smith asked how many hours the excavator has on it now, if it had 2,000 hours when the machine was received by the City. Walter explained the machine was used extensively and had about 500 additional hours on it. The City is getting a credit for the rental costs paid against the purchase price. The excavator in the budget would be removed if this purchase was made. An excavator has been rented by the City for the past four years. There are enough jobs in the City now that would make the purchase of the excavator beneficial. Commissioner Smith asked what the lifecycle of an excavator is. Walter replied it should be around 10-12 years.

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

c. Additional appropriation of \$940,000 within the Capital Nonrecurring Fund funded by state reimbursements

Commissioner Capers made a motion seconded by Commissioner Messier.

“To make an additional appropriation of \$940,000 within the Capital Nonrecurring Fund funded by state reimbursements and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance.”

Walter explained, the City will install a traffic signal on Route 229 at Battisto Road and lane widening on Route 229 to construct left turn lanes in conjunction with the construction of the entrance road associated with Phase I of the Southeast Bristol Business Park. The City will be entering into a Town Aid agreement with the DOT for reimbursement of all costs associated with this work.

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

d. Transfer of \$80,000 from Capital Projects Major Bridge Contingency account and a bid waiver for Frederick Street Bridge

Commissioner Soucy made a motion seconded by Commissioner Smith.

“To transfer \$80,000 from the Capital Projects Major Bridge Contingency account and allow a bid waiver for Frederick Street Bridge repairs and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance.”

Walter explained the bid waiver is for a contract with D’Amato Construction for the rental of an AquaDam cofferdam system and pumps to be used to facilitate repairs to the bridge. There are only two or three other contractors in the state with the system.

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

6. New Business:

Commissioner Messier asked for an update on the Five Year Capital Plan (CIP). Ron would like to see the plan on the schedule for budget hearings from the beginning. Robin Manuele explained to the Board they have received all the information pertinent to the Five Year Plan in their packet tonight, and there is not a meeting scheduled by the Mayor yet for his committee. The Mayor has said the plan will be discussed in the regular budget process this year instead of the after the budget adoption, as in last year's situation. The Mayor is looking at changing members of his committee which is causing a delay. Commissioner Messier asked if the Chairman of the Board of Finance is a member of the Committee, which he is. In the past there were two Board of Finance Commissioners on the Mayor's Committee. Robin clarified the CIP was scheduled to be discussed on Monday, April 2, but has been delayed. Commissioner Messier stated he wants to avoid last year's situation. Commissioner Smith feels it is appropriate to discuss other funding sources when the CIP Plan is discussed to see how Debt Service is affected. David Bertnagel explained in the packet there is a list of open Capital Projects by department. Also, the list contains every project submitted for review, however once the Plan goes through the Mayor's Committee projects may be removed, therefore it may look different next time the Board of Finance sees the CIP Plan.

7. Old Business:

- a. Community Services: An additional appropriation of \$125 funded by a donation**

Commissioner Smith made a motion seconded by Commissioner Capers.

"To bring to the table Community Services additional appropriation."

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

Commissioner Messier made a motion seconded by Commissioner Smith.

"To make an additional appropriation of \$125 within the Special Grants & Donations Fund- Community Services funded by a donation 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.

- b. Monthly Update on General Fund**
c. Monthly Update on Centre Mall

Commissioner Smith requested the date the mall bought be included on the report for next month's meeting.

8. Any other matter to come before said meeting.

The Board discussed the Other Post Employment Benefits (OPEB) issue which was brought up earlier in the meeting. Commissioner Smith stated he felt the public should be aware the City is on top of these kinds of things and are taking positive action steps. Also, the City of Bristol is ahead of many communities in Connecticut in this situation.

9. Adjournment.

Commissioner Messier made a motion seconded by Commissioner Smith.

"to adjourn at 7:24 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