

**Special Board of Finance Meeting
May 21, 2007**

A Special Meeting of the Board of Finance was held on Monday, May 21, 2007 immediately following the Special Joint Board meeting held at 5:30 p.m. in the City Hall, Council Chambers, 1st floor, 111 North Main Street, Bristol, Connecticut. The following Commissioners were in attendance: Chairman Richard Miecznikowski, Vice Chairman Roald Erling, Commissioners Don Soucy, Mark Peterson, Ron Messier, Delores Capers, Janet Moylan, John Smith and Mayor Stortz.

May 16, 2007

Ladies and Gentlemen:

There will be a Special Board of Finance Meeting on Monday, May 21, 2007 immediately following the Special Joint Board meeting which takes place at 5:30 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- April 24, 2007
 - b. Approval of the minutes from the Special Board of Finance Meeting- April 24, 2007
 - c. Tax Collector: Transfer of \$348,323 of uncollectible taxes to the Municipal Suspense List (printout available in Comptroller's Office).
 - d. Youth Services: Transfer of \$12,900 for the Paul Vivian Internship/Cooperative Work Experience Program in conjunction with the Board of Education
 - e. Mayor's Task Force on Aids: Additional appropriation of \$875 funded by registration fees
 - f. Police Department:
 1. Refer the 2007 Youth Police Enrichment to the Miscellaneous Matters Committee
 2. Refer the 2007 Memorial Day/July 4th Grant to the Miscellaneous Matters Committee
 3. Refer the 2007 Labor Day Grant to the Miscellaneous Matters Committee
 - g. Comptroller's Office: Additional appropriation of \$509,808 within the Special Grants and Donations Fund funded by the 2007 Child Daycare Grant
4. Personnel: Transfer of \$2,800 within Personnel's Operating Budget for pre-employment screenings
5. Public Works:
 - a. Transfer of \$21,021 within the Equipment Building Sinking Fund for the purchase of a Catch Basin Truck

- b. Transfer of \$20,862 within the Equipment Building Sinking Fund for the purchase of a Recycling Truck
 - c. Transfer of \$148,000 within the Capital Projects Fund for West Washington Street Bridge Project
6. Water Pollution Control: Transfer of \$233,310 within the WPC Operating budget to cover over expenditures
7. Comptroller's Office: Refer insurance coverage for non-City employees to the Insurance Committee
8. Mayor's Office: Creation of new fund entitled "Bristol Downtown Development Corporation" and transfer of \$350,000 from the General Fund Contingency Account for operational costs.
9. Old Business:
 - a. Monthly Update on Centre Mall
 - b. Monthly Update on General Fund
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 6:04 p.m.

2. Public Participation:
3. Consent Agenda:
 - c. Approval of the minutes from the Regular Board of Finance Meeting- April 24, 2007
 - d. Approval of the minutes from the Special Board of Finance Meeting- April 24, 2007
 - e. Tax Collector: Transfer of \$348,323 of uncollectible taxes to the Municipal Suspense List (printout available in Comptroller's Office).
 - f. Youth Services: Transfer of \$12,900 for the Paul Vivian Internship/Cooperative Work Experience Program in conjunction with the Board of Education
 - g. Mayor's Task Force on Aids: Additional appropriation of \$875 funded by registration fees
 - h. Police Department:
 1. Refer the 2007 Youth Police Enrichment to the Miscellaneous Matters Committee
 2. Refer the 2007 Memorial Day/July 4th Grant to the Miscellaneous Matters Committee
 3. Refer the 2007 Labor Day Grant to the Miscellaneous Matters Committee

Chairman Miecznikowski removed item 3f2. from the consent agenda.

Commissioner Messier 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.

3f2. Refer the 2007 Memorial Day/July 4th Grant to the Miscellaneous Matters Committee

Comptroller Glenn Klocko explained we received notification from the State this grant has been approved and will need to be appropriated instead of referring to Miscellaneous Matters Committee.

Commissioner Messier made a motion seconded by Commissioner Smith.

“To make an additional appropriation within the Special Grants & Donations Fund- Police Department totaling \$19,200 with \$14,400 funded by grant revenue and a City match of \$4,800 funded by a transfer from the General Fund Contingency account and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance.”

Chief Divinere explained this grant is for 2007 Memorial Day/July 4th which falls in two fiscal years. The grant is appropriated now so the funds can be spent for Memorial Day.

4. Personnel: Transfer of \$2,800 within Personnel’s Operating Budget for pre-employment screenings

Commissioner Erling made a motion seconded by Mayor Stortz.

“To transfer \$2,800 within Personnel’s Operating Budget for pre-employment screenings.”

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

5. Public Works:

a. Transfer of \$21,021 within the Equipment Building Sinking Fund for the purchase of a Catch Basin Truck

Commissioner Soucy made a motion seconded by Mayor Stortz.

“To transfer \$21,021 within the Equipment Building Sinking Fund for the purchase of a Catch Basin Truck 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. Transfer of \$20,862 within the Equipment Building Sinking Fund for the purchase of a Recycling Truck

Commissioner Smith made a motion seconded by Mayor Stortz.

“To transfer \$20,862 within the Equipment Building Sinking Fund for the purchase of a Recycling Truck and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance.”

Commissioner Smith asked what the total price of the truck was going to be. Walter Veselka stated the low bid received for the truck was \$155,862. Commissioner Messier expressed his concern on the accuracy of the prices, especially because vehicles were just approved in the budget, how accurate are those figures and will this be happening again next year. Walter explained the numbers in the budget are accurate to date, these are unexpected increases in these two trucks.

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

c. Transfer of \$148,000 within the Capital Projects Fund for West Washington Street Bridge Project

Commissioner Peterson made a motion seconded by Mayor Stortz.

“To transfer \$148,000 within the Capital Projects Fund for West Washington Street Bridge Project and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance.”

Commissioner Smith questioned the timeline of the project, with the completion expected for December. Walter explained the bridge will be reopened later this summer, but the restoration of the site will take place after the reopening.

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

6. Water Pollution Control: Transfer of \$233,310 within the WPC Operating budget to cover over expenditures

Mayor Stortz made a motion seconded by Commissioner Erling.

"To transfer \$233,310 within the Water Pollution Control's operating budget to cover over expenditures 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.

7. Comptroller's Office: Refer insurance coverage for non-City employees to the Insurance Committee

Commissioner Moylan made a motion seconded by Mayor Stortz.

"To refer insurance coverage for non-City employees to the Insurance Committee"

Commissioner Soucy questioned why the Board would wait until 2008 to take action on this item. Mayor Stortz explained the overall process has been going on for a period of time, but a request came in to be added to the insurance plan and as Mayor he authorized it until the issue could be investigated. This is also out of the fairness to the employees who would have to look for other coverage being dropped on such short notice. Commissioner Smith stated the Insurance Committee briefly touched on this issue at their last meeting, but requested Robin Manuele gather some more information for their next meeting. Robin explained there are fifteen people in the plan. Commissioner Peterson asked how these people were related to the City and if they were former employees, and why we cover them. Robin explained these people are employees of Bristol Resource Recovery Facility, Central Connecticut Regional Planning Agency and Bristol Municipal Credit Union. The organizations are related to the City, but are not City employees.

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

8. Mayor's Office: Creation of new fund entitled "Bristol Downtown Development Corporation" and transfer of \$350,000 from the General Fund Contingency Account for operational costs.

Commissioner Capers made a motion seconded by Commissioner Smith.

"To create a new fund entitled "Bristol Downtown Development Corporation" and to transfer \$350,000 from the General Fund Contingency Account for operational costs and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Discussion was held on what the \$350,000 could cover, but the Board stated there should be a plan or budget in place. There was not any back up information or a budget included in their packets. Mayor Stortz explained there are not any employees who work for the City on

this effort other than the Commissioners, which are volunteers similar to the Board of Finance; there is not even anyone to take the minutes because a City employee can not do it.

Commissioner Capers explained she realizes what the Mayor is saying, but does not feel comfortable without a plan or budget in place. She feels as if the Board is voting on something because of conversations that have taken place, but without a definite plan. Mayor Stortz explained if this item is not approved, how does the Board expect the Corporation to move forward with the development.

A budget has been discussed by the Corporation, but if the information is put out to the public the Corporation may not be able to get someone for the price set. Mayor Stortz explained the money could cover an Executive Director or Project Manager, Secretary, legal fees, travel and office rental and/or supplies expense. Commissioner Moylan asked if a budget has been discussed by the Corporation, why was it not included in their packet. Mayor Stortz explained any information given to the Board of Finance is a City document which is subject to public view. If the information is put out there in the open it could end up costing the City more many than expected. A price line is then set that could be too high or too low.

Following a voice vote the Chairman declared the motion carried. Commissioner Capers voted No.

9. Old Business:

- a. Monthly Update on General Fund
- b. Monthly Update on Centre Mall

10. Adjournment.

Commissioner Messier made a motion seconded by Commissioner Smith.

“to adjourn at 6:40 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