



City of Bristol
Board of Finance Meeting
May 25, 2010

A meeting of the Board of Finance was held on Tuesday, May 25, 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, Mayor Ward, Commissioners Paul Tonon, Cheryl Thibeault, John Smith, Janet Moylan, Robert Casar and Mark Peterson. Greg Fradette was absent. Also present from the Comptroller's Office: Glenn Klocko

May 18, 2010

Ladies and Gentlemen:

The Regular Board of Finance Meeting will be held on Tuesday, May 25, 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 following minutes
 1. Regular Board of Finance Meeting April 27, 2010
 2. Special Board of Finance Meeting April 29, 2010
 - b. Parks Department: Appropriate \$10,000 within the Capital Projects Fund funded by Page Park Trust Income
 - c. Police Department:
 1. Refer the 2010 Edward Byrne Memorial Justice Assistance Grant to Miscellaneous Matters Committee
 2. Refer to 2010 Bulletproof Vest Partnership Grant to Miscellaneous Matters Committee
 - d. Assessor: Transfer of \$640 within the Assessor's operating budget
 - e. BDA: Transfer of \$1,500 within the BDA's operating budget
 - f. Registrar of Voters: Transfer of \$90 within the ROV's operating budget
 - g. Education:
 1. Additional appropriation of \$1,200 within the Special Grants & Donations Fund
 2. Additional appropriation of \$20,000 within the Special Grants & Donations Fund
 3. Additional appropriation of \$15,000 within the Special Grants & Donations Fund
4. Committee Reports: Purchasing Committee- May 18, 2010
5. Tax Collector: Transfer of \$796,013 of uncollectible taxes to the Municipal Suspense List (printout available in Comptroller's office)
6. Public Works:
 - a. Transfer of \$20,000 within Public Work's operating budget
 - b. Transfer of \$56,500 within Public Work's operating budget

- c. Transfer of \$61,500 within Public Work's operating budget
7. Comptroller's Office: Approval of a Social Security Alternative Program for Part-Time/Seasonal Workers
8. New Business:
9. 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
10. Any other matter to come before said meeting
11. 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 following minutes
 1. Regular Board of Finance Meeting April 27, 2010
 2. Special Board of Finance Meeting April 29, 2010
 - b. Parks Department: Appropriate \$10,000 within the Capital Projects Fund funded by Page Park Trust Income
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 2. Additional appropriation of \$20,000 within the Special Grants & Donations Fund
 3. Additional appropriation of \$15,000 within the Special Grants & Donations Fund

Item 3g2 was removed from the consent agenda.

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.

Chairman Miecznikowski asked if there were going to be any extra costs beyond the grant, the Board of Education would incur. Dr. Striefer explained the BOE is matching the grant to provide the program at both high schools. The Business Education foundation raised a lot of money for this to give the children an opportunity they would not of been given.

Commissioner Moylan made a motion to approve item 3g2. seconded by Mayor Ward.

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

4. Committee Reports: Purchasing Committee- May 18, 2010

Commissioner Peterson gave a brief synopsis of the Insurance Committee meeting held on May 18, 2010. The Committee discussed the local bidding preference and raising the threshold amount from \$300,000 to \$1,000,000. The local bidding preference has been in place since July 2002 and not updated since. Roger Rousseau explained he gathered information regarding other local cities and their local bidding preference to use as guidance in changing the City's.

Commissioner Casar made a motion seconded by Commissioner Tonon.

"To revise the Purchasing Manual to raise the local bidding preference threshold limit from \$300,000 to \$1,000,000."

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

Commissioner Casar made a motion seconded by Commissioner Tonon.

"To accept the Purchasing Committee report as presented and place it on file."

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

5. Tax Collector: Transfer of \$796,013 of uncollectible taxes to the Municipal Suspense List (printout available in Comptroller's office)

Commissioner Thibeault made a motion seconded by Commissioner Tonon.

“To transfer \$796,013 of uncollectible taxes; \$565,888 for Motor Vehicles, \$106,653 for Supplemental Motor Vehicle and \$123,472 for Personal Property and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance.”

Commissioner Smith asked for a history of how much has been collected after it has gone to suspense. Theresa Babon explained last year \$101,000 was collected, but after it was sent to suspense about \$200,000 was collected, which is up about 65% over prior years.

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

6. Public Works:

a. Transfer of \$20,000 within Public Work’s operating budget

Commissioner Thibeault made a motion seconded by Commissioner Smith.

“To transfer \$20,000 within the Public Works operating budget for Other Buildings-Repairs & Maintenance 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 \$56,500 within Public Work’s operating budget

Commissioner Thibeault made a motion seconded by Commissioner Smith.

“To transfer \$56,500 within the Public Works operating budget for Fleet Maintenance motor vehicle service and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance.”

Commissioner Thibeault questioned the vacancies which existed. Walter explained there are two vacancies within Fleet Maintenance; the mechanic selection process has been on going. Walter has a proposal in with Salary Committee to downgrade and upgrade two positions. There would be four mechanics and four light equipment repair positions, which will help in the Fleet Maintenance. The shift will decrease the salary account. Commissioner Peterson questioned when the shifting would go into effective. Walter stated if Salary Committee approves it, City Council will approve it in June and refer to the Board of Finance.

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

c. Transfer of \$61,500 within Public Work's operating budget

Commissioner Thibeault made a motion seconded by Commissioner Smith.

"To transfer \$61,500 within the Public Works operating budget for program supplies and repairs 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: Approval of a Social Security Alternative Program for Part-Time/Seasonal Workers

Commissioner Peterson made a motion seconded by Commissioner Smith.

"To approve the Social Security Alternative program to be used for Seasonal, Temporary and Part Time workers."

Comptroller Glenn Klocko explained the Social Security Alternative Program he has been exploring with Diane Ferguson for some time. The program would be mandatory for all part-time, seasonal and temporary workers. The IRS program allows these employees to eliminate their 6.2% social security contribution and put it in a 457 plan. The City of Bristol does not have to match the 6.2%, which is estimated at a savings to the City of \$15,000. Hartford recently went out for an RFP and is using Mid America, who is the premier organization. The employee contributes 7.5% into this plan, pre-taxed. The employee is able to take the money out of the account including interest if they are terminated for a year. The City does not incur any administrative costs for the plan.

Commissioner Thibeault expressed her concerns regarding this program and the target audience it will affect. These workers may not understand the program. Glenn stated there would be information available to the employees as well as presentations explaining it. Glenn stated he would be running this by Corporation Counsel to see if City Council needs to approve the resolution he was sent today which states "Authorize the Administration to implement a plan that utilizes IRC Section 457(b) to save the Employer Social Security contributions for part-time, temporary and seasonal Employees pursuant to IRC Section 3121(b)(7)(f)."

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

8. New Business:

9. **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**

Mayor Ward stated the preferred developer agreement with Renaissance was signed today and is available online on the City's website for everyone to read through. The agreement has a lot of promise and not a lot of promises. There will be an office within City Hall which will be staffed on a regular basis, which will be set up within 90 days, but Renaissance hopes to be in place by July 1.

10. Any other matter to come before said meeting

11. Adjournment

Commissioner Moylan made a motion seconded by Commissioner Tonon.

"to adjourn at 7:04 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