



City of Bristol
Board of Finance Meeting
May 26, 2009

A meeting of the Board of Finance was held on Tuesday, May 19, 2009 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, Vice Chairman Roald Erling, Mayor Ward, Commissioners Paul Tonon, Cheryl Thibeault, John Smith. Mark Peterson, Ron Messier and Janet Moylan were absent. Also present from the Comptroller's Office: Glenn Klocko and Robin Manuele.

May 19, 2009

Ladies and Gentlemen:

The Regular Board of Finance Meeting will be held on Tuesday, May 26, 2009 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 April 28, 2009
 - b. Bristol Development Authority:
 1. Refer the CT DOT Clean Fuel Program grant to Miscellaneous Matters Committee
 2. Refer the U.S. Dept. of Energy Efficiency and Conversation Block grant to Miscellaneous Matters Committee
 - c. Education:
 1. Additional appropriation of \$63,429 within the Special Educational Grant Fund funded by grant revenue
 2. Reduce the IDEA-Part B appropriation by \$1,015
 3. Transfer within the AT&T High School Success Grant
 - d. Aging Services: Transfer of \$15,102 within the Aging operating budget to cover over expenditures
 - e. Fire Department: Transfer of \$3,710 within the Fire Department's operating budget for tires
 - f. Police Department:
 1. An additional appropriation of \$2,323 funded by a donation
 2. Transfer of \$420 within the Police Department operating budget
 3. An additional appropriation of \$172,047 for the Edward Byrne Memorial Justice Assistance Grant funded by grant revenue

4. Committee Reports: Insurance Committee- May 15, 2009
5. Tax Collector: Transfer of \$355,179 of uncollectible taxes to the Municipal Suspense List (printout available in Comptroller's office)
6. New Business:
7. Old Business:
 - a. Monthly Update on Code Enforcement Committee
 - b. Monthly Update on General Fund
 - c. Monthly Update on Centre Mall
 - d. Monthly Update on Downtown Development Fund
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.

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

2. Public Participation
3. Consent Agenda:
 - a. Approval of the minutes from the Regular Board of Finance Meeting April 28, 2009
 - b. Bristol Development Authority:
 1. Refer the CT DOT Clean Fuel Program grant to Miscellaneous Matters Committee
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 1. Additional appropriation of \$63,429 within the Special Educational Grant Fund funded by grant revenue
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 - f. Police Department:
 1. An additional appropriation of \$2,323 funded by a donation
 2. Transfer of \$420 within the Police Department operating budget

3. An additional appropriation of \$172,047 for the Edward Byrne Memorial Justice Assistance Grant funded by grant revenue

Commissioner Thibeault requested to pull item 3d.

Mayor Ward 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.

3d. Aging Services: Transfer of \$15,102 within the Aging operating budget to cover over expenditures

The Board questioned why heating fuels has gone over. Darlene Coffey stated the same amount is being used but there was not enough money in the budget. Roger Rousseau stated the City buys natural gas from Hess, Yankeegas and CCM along with three vendors for electricity Transcanda, CL&P and CCM.

Commissioner Thibeault made a motion seconded by Commissioner Erling.

"To transfer \$15,102 within the Aging operating budget to cover over expenditures."

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

4. Committee Reports: Insurance Committee- May 15, 2009

Commissioner Smith provided a brief overview of the Insurance Committee Meeting. The Committee discussed Workers' Compensation; the bid results for 09-10 liability and property insurance, owner controlled insurance program (OCIP) and bidding health insurance for fiscal year 2010-11. Fred Denote from Tracy Driscoll discussed the bid proposals with the Committee. Willis HRH presented the Committee with information on how an OCIP works and the advantages of using an OCIP for large construction projects such as the school projects. John is going to continue to look into the references provided.

Mayor Ward made a motion seconded by Commissioner Tonon.

"To award the bid for liability and excess workers' compensation insurance totaling \$996,605 to HD Segur for fiscal year 2009-2010."

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

Mayor Ward made a motion seconded by Commissioner Erling.

"To award the bid for property insurance totaling \$179,875 to Roland Dumont for fiscal year 2009-2010."

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

Mayor Ward made a motion seconded by Commissioner Thibeault.

"To accept the Insurance 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 \$355,179 of uncollectible taxes to the Municipal Suspense List (printout available in Comptroller's office)

Commissioner Tonon made a motion seconded by Commissioner Messier.

"To transfer \$355,179 of uncollectible taxes; \$231,218 for Motor Vehicle, \$49,193 for Supplemental Motor Vehicle and \$74,768 for Personal Property to the Municipal Suspense Account and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Chairman Miecznikowski welcomed Theresa Babon to the City and introduced the members of the Board to her.

Commissioner Thibeault asked if this is after this has gone to the outside service. Theresa stated this is before.

Commissioner Smith questioned if we were still at a 99% collection rate, Glenn stated we are at a 98% collection rate.

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

6. New Business

7. Old Business:

- 1. Monthly Update on Code Enforcement Committee**
- 2. Monthly Update on General Fund**
- 3. Monthly Update on Centre Mall**
- 4. Monthly Update on Downtown Development Fund**

Mayor Ward explained the code enforcement officer is going to be going back on patrol due to the level of code enforcement activity at the time. In light of the budget,

the two Department Heads (Building and Police) have agreed to this arrangement. If the police officer is needed for code enforcement work he will be available. The larger code enforcement issues within the City have been addressed and although some emergencies may arise, right now there are just notifications going out. During the summer there tends to be more overtime in the police department due to vacations and this should help with the costs. The Council has raised some concerns with this but the Mayor has addressed this issue with Corporation Counsel.

8. Any other matter to come before said meeting.

Glenn reminded the Board the Joint Board is scheduled to adopt the budget on June 4, 2009 at 5:30 pm.

The Board briefly discussed the budget and would like to see it stay as adopted and avoid what happened at last year's Joint Board. Any questions should be addressed before the meeting. The Mayor hopes to have a special City Council meeting next Wednesday, June 3 to address Union concessions.


9. Adjournment

Commissioner Smith made a motion seconded by Commissioner Thibeault.

"to adjourn at 7:07 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