



**City of Bristol
Board of Finance Meeting
June 23, 2009**

A meeting of the Board of Finance was held on Tuesday, June 23, 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, Commissioners Cheryl Thibeault, John Smith, Mark Peterson, Ron Messier and Janet Moylan. Paul Tonon, Mayor Ward and Roald Erling were absent. Also present from the Comptroller's Office: Glenn Klocko and Robin Manuele.

June 16, 2009

Ladies and Gentlemen:

The Regular Board of Finance Meeting will be held on Tuesday, June 23, 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 Special Board of Finance Meeting May 19, 2009**
 - b. Approval of the minutes from the Regular Board of Finance Meeting May 26, 2009**
 - c. Assessor's Office: Transfers totaling \$428 within the Board of Assessment Appeals operating budget**
 - d. Mayor's HIV Task Force: Additional appropriation of \$680 from registration fees**
 - e. Registrar of Voters: Transfer of \$2,109 within the ROV operating budget**
 - f. City Clerk: Refer the 2010 Connecticut State Library Historic Documents Preservation Target Grant to Miscellaneous Matters Committee**
 - g. MIS: Transfer of \$1,531 within the MIS operating budget**
 - h. Youth Services:**
 - 1. Transfer of \$2,170 within the Youth operating budget**
 - 2. Transfers totaling \$3,020 within the Youth operating budget**
 - 3. Transfer of \$4,570 for the Paul Vivian Internship**
 - 4. Transfers totaling \$7,845 within the Interdistrict CoOperative grant**
 - 5. Additional appropriation of \$9,999 funded by grant revenue**
 - i. Library:**
 - 1. Additional appropriation totaling \$3,902 within the Library's operating budget funded by gifts**
 - 2. Additional appropriation of \$6,250 funded by Manross trust income**

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- i. Library:**
 - 1. Additional appropriation totaling \$3,902 within the Library's operating budget funded by gifts
 - 2. Additional appropriation of \$6,250 funded by Manross trust income
 - 3. Transfer of \$67 within the Library's operating budget
- j. Fire Department:**
 - 1. Transfer of \$550 within the Fire Department's operating budget
 - 2. Refer the Assistance to Firefighter Fire Station Construction Grant to Miscellaneous Matters Committee
- k. Police Department:**
 - 1. Refer the US Department of Justice Bullet Proof Vest Program to Miscellaneous Matters Committee
 - 2. Refer the Edward Byrne Memorial Justice Assistance Grant Program 2009 Local Solicitation

Glenn Klocko noted item 3i1. for the Library's additional appropriation has been increased to \$3,077 due to another gift received.

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. Committee Reports: Insurance Committee- May 15, 2009

Commissioner Smith provided a brief overview of the Insurance Committee Meeting. The Committee met with National Insurance Services to go over the results of the bid process for the City's life and disability insurance. John thanked Robin and Diane Ferguson for their hard work and hours spent reviewing the bids.

Commissioner Messier made a motion seconded by Commissioner Smith.

"To accept the bid proposal from Sun Life and name them as the City of Bristol's Life Insurance and Disability carrier effective July 1, 2009."

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

Commissioner Messier made a motion seconded by Commissioner Moylan.

"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. Parks and Recreation: Transfer of \$9,258 from Contingency for Summer Aides

Glenn Klocko noted the Salary Committee met an hour ago and the amount has been increased to \$11,882.

Commissioner Smith made a motion seconded by Commissioner Moylan.

"To transfer \$11,882 from the General Fund Contingency account to the Parks Department Professional Fees account for summer aides and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

The Board discussed the request and how it was previously funded. The Salary Committee just met a few hours ago and approved the Parks Department request for funding. The amount has increased from \$9,258 to \$11,882 because an additional aide is needed. Ed Swicklas explained the Board of Education has provided funding for the paraprofessionals through the Summer School program. These positions are for the children who need one on one attention. The Salary Committee approved the request and now it must go to Council. The aides will be budgeted for in the future, but it is hard to say the number that will be needed because registration is not done until later on in the year.

Chairman Miecznikowski questioned why the Board of Education is not funding the aides this year. The grant which funded this for the Board of Education has been cut and the Summer program has been cut down to a four week program.

Commissioner Thibeault asked the Board of Education to provide the specific line item this was funded through in the past. Commissioner Moylan stated she does not remember the Board of Education stating this was tied to a grant when asked at the Budget Hearing.

Chairman Miecznikowski requested Glenn ask Dr. Streifer and the Board of Education for more specific information on how this was funded in the past and why it is not being funded this year.

Ed Swicklas noted this request is for the summer program which goes into the next fiscal year. Only two days, June 29 and 30 are in fiscal year 2008.

Commissioner Smith withdrew the motion, Commissioner Moylan withdrew the second.

The Board of Education will be contacted for additional information and this item will be placed on the July Board of Finance agenda for action.

6. New Business

Commissioner Thibeault made a motion seconded by Commissioner Smith.

"To bring the WPC item to the table to discuss"

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

Commissioner Thibeault made a motion seconded by Commissioner Smith.

"To transfer \$18,000 within the Water Pollution Control's operating budget 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. 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

8. Any other matter to come before said meeting.

Glenn stated there may be a special meeting on July 1 to adjust the budget due to the union concessions of Local #1338 and Police.

9. Adjournment

Commissioner Thibeault made a motion seconded by Commissioner Messier.

"to adjourn at 6:47 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