

**Board of Finance Meeting
June 26, 2007**

A regular meeting of the Board of Finance was held on Tuesday, June 26, 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: Chairman Richard Miecznikowski, Vice Chairman Roald Erling, Commissioners Don Soucy, Mark Peterson, Ron Messier, Delores Capers, Janet Moylan, John Smith and Mayor Stortz.

June 25, 2007

Ladies and Gentlemen:

The Regular Board of Finance Meeting will be held on Tuesday,
June 26, 2007 at 6:30 pm in City Hall Council Chambers, 111 North Main Street, Bristol,
Connecticut.

Revised 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 15, 2007
 - b. Approval of the minutes from the Special Board of Finance Meeting- May 21, 2007
 - c. Board of Education: Additional appropriation of \$76,541 within the Special Educational Grant Fund funded by grant revenue
 - d. School Readiness: Refer the Quality Enhancement Grant to Miscellaneous Matters Committee
 - e. Fire Department: Transfer of \$5,005 within the Fire Department's Operating budget
 - f. Community Services: Transfer of \$2,490 within the Community Services Operating budget
 - g. Public Works: Transfer of \$17,878 within the Public Works Operating budget
 - h. Police Department:
 1. Refer the 2007 Edward Byrne Memorial Justice Assistance Grant to Miscellaneous Matters Committee
 2. Transfer of \$5,000 to replenish petty cash
 - i. Comptroller's Office:
 1. Additional appropriation of \$4,456 within the Special Grants and Donations fund funded by the DOT seatbelt grant
 2. Additional appropriation of \$11,964 within the Federal Drug Forfeiture Account funded by additional revenue
4. Committee Reports: Insurance Committee- May 18, 2007
5. Board of Education:

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- a. Additional appropriation of \$53,000,000 within the Capital Projects School Fund funded by the sale of bonds and notes for the Forestville School
- b. Additional appropriation of \$52,000,000 within the Capital Projects School Fund funded by the sale of bonds and notes for the West Bristol School
6. **Park Department:**
 - a. Appropriation of \$11,800 funded by the Page Pool Depreciation Account
 - b. Transfer of \$3,535 from the General Fund Contingency Account
 - c. Transfer of \$4,266 from the General Fund Contingency Account
 - d. Transfer of \$2,760 from the General Fund Contingency Account
7. **Library:**
 - a. Additional appropriation of \$4,361 funded by donations
 - b. Additional appropriation of \$2,766 funded by Connecticut card funds
 - c. Transfer of \$4,092 from the General Fund Contingency Account
8. **Comptroller's Office:**
 - a. Additional appropriation of \$300,000 for Major Road Maintenance funded by interest income
 - b. MIS: Waive indemnification language in fiber network contract with AT&T
9. **Police Department: Discuss and take action on the Police Maintenance Platform Truck**
10. **New Business:**
11. **Old Business:**
 - a. Monthly Update on General Fund
 - b. Monthly Update on Centre Mall
12. **Any other matter to come before said meeting.**
13. **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:**

Citizen Tom Doyle addressed the Board with his concerns on building the two new schools. He questioned the amount being authorized, \$52 million as opposed to \$62 mentioned in a handout from the Board of Education. Tom has written to Governor Rell to express his concerns as well.

Citizen Al Cinchetti addressed the Board with concerns and the petition he is circulating. He would like to see a cost analysis performed on Greene Hills School.

Chairman Miecznikowski explained everything is still in the planning stages. These motions are being approved so the City of Bristol can be on the State of Connecticut's bonding schedule. The resolutions issuing the bonds or notes will come back to the Board of Finance when necessary for approval.

5. Board of Education:

a. Additional appropriation of \$53,000,000 within the Capital Projects School Fund funded by the sale of bonds and notes for the Forestville School

Mayor Stortz made a motion seconded by Commissioner Smith.

"To make an additional appropriation of \$53,000,000 within the Capital Projects School Fund funded by the sale of bonds and notes for the Forestville School 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. Additional appropriation of \$52,000,000 within the Capital Projects School Fund funded by the sale of bonds and notes for the West Bristol School

Commissioner Peterson made a motion seconded by Commissioner Erling.

"To make an additional appropriation of \$52,000,000 within the Capital Projects School Fund funded by the sale of bonds and notes for the West Bristol School 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.

Mayor Stortz made a motion seconded by Commissioner Smith.

"To take a recess"

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

The Board recessed at 6:40 p.m.

Chairman Miecznikowski reconvened the Board at 6:50 p.m.

3. Consent Agenda:

- a. Approval of the minutes from the Special Board of Finance Meeting- May 15, 2007
- b. Approval of the minutes from the Special Board of Finance Meeting- May 21, 2007
- c. Board of Education: Additional appropriation of \$76,541 within the Special Educational Grant Fund funded by grant revenue
- d. School Readiness: Refer the Quality Enhancement Grant to Miscellaneous Matters Committee
- e. Fire Department: Transfer of \$5,005 within the Fire Department's Operating budget
- f. Community Services: Transfer of \$2,490 within the Community Services Operating budget
- g. Public Works: Transfer of \$17,878 within the Public Works Operating budget
- h. Police Department:
 - i. Refer the 2007 Edward Byrne Memorial Justice Assistance Grant to Miscellaneous Matters Committee
 - ii. Transfer of \$5,000 to replenish petty cash
- i. Comptroller's Office:
 - i. Additional appropriation of \$4,456 within the Special Grants and Donations fund funded by the DOT seatbelt grant
 - ii. Additional appropriation of \$11,964 within the Federal Drug Forfeiture Account funded by additional revenue

Commissioner Soucy made a motion seconded by Commissioner Moylan.

"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.

Items 3c., 3e., 3f., 3g., and 3h1. were removed from the consent agenda.

3c. Board of Education: Additional appropriation of \$76,541 within the Special Educational Grant Fund funded by grant revenue

Commissioner Messier made a motion seconded by Commissioner Moylan.

"To make an additional appropriation of \$76,541 within the Special Educational Grant Fund funded by grant revenue and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Commissioner Messier questioned which year this grant was for. William Smyth, stated this is for the 2006-07 budget and goes back for the school year. There is not anything budgeted for the 07-08 fiscal year, so the Board of Education will be back next year with the same request.

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

3e. Fire Department: Transfer of \$5,005 within the Fire Department's Operating budget

Commissioner Moylan made a motion seconded by Commissioner Smith.

"To transfer of \$5,005 within the Fire Department's Operating budget and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Chief Pose explained he presented this request to the Board a few months ago and was told to come back at the end of the year if he had extra money in his budget. Chief Pose said there is excess funding in the salaries line item and is requesting a transfer to pay for the bunker gear dryer. This dryer is an upgraded version from the one originally requested and approved in the budget.

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

3f. Community Services: Transfer of \$2,490 within the Community Services Operating budget

Mayor Stortz made a motion seconded by Commissioner Moylan.

"To Transfer of \$2,490 within the Community Services Operating budget"

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

3g. Public Works: Transfer of \$17,878 within the Public Works Operating budget

Mayor Stortz made a motion seconded by Commissioner Moylan.

"To transfer of \$17,878 within the Public Works Operating budget and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Commissioner Moylan asked about the scanning program discussed during the budget process and if Public Works was included in this program. Comptroller Glenn Klocko explained Public Works is included in the five departments for the pilot program, but this particular scanner that is being requested is for larger maps and documents which are not part of the program.

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

3h1. Police Department: Refer the 2007 Edward Byrne Memorial Justice Assistance Grant to Miscellaneous Matters Committee

Mayor Stortz made a motion seconded by Commissioner Smith.

“To refer the 2007 Edward Byrne Memorial Justice Assistance Grant to Miscellaneous Matters Committee”

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

3. Committee Reports: Insurance Committee- May 18, 2007

Commissioner John Smith gave a brief summary of the meeting. The Committee discussed a revision of the Purchasing Manual per the Purchasing Agent’s request, which was approved by Corporation Counsel. The Committee briefly touched on the issue of non-City employees covered under the City’s health insurance plan. This topic will be discussed in further detail at the next meeting. A letter has been sent out to Department Heads to remind them about obtaining certificates of insurance from any outside organization who is renting, leasing or using City space.

Commissioner Messier made a motion seconded by Commissioner Smith.

“To accept the changes to the Purchasing Policy as approved by Corporation Counsel and the Insurance Committee regarding indemnification language”

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

Commissioner Moylan made a motion seconded by Mayor Stortz.

“To accept the Insurance Committee Report as presented by John Smith and place it on file”

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

**6. Park Department:
a. Appropriation of \$11,800 funded by the Page Pool Depreciation Account**

Commissioner Erling made a motion seconded by Commissioner Smith.

“To make an appropriation of \$11,800 funded by the Page Pool Depreciation Account 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 \$3,535 from the General Fund Contingency Account

Commissioner Smith made a motion seconded by Commissioner Moylan.

“To transfer \$3,535 from the General Fund Contingency Account to the Parks Department Operating Budget for CL&P utility pole repairs.”

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

c. Transfer of \$4,266 from the General Fund Contingency Account

Commissioner Capers made a motion seconded by Mayor Stortz.

“To transfer \$4,266 from the General Fund Contingency Account to the Parks Department Operating Budget for repairs to the boiler at Malone Pool.”

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

d. Transfer of \$2,760 from the General Fund Contingency Account

Commissioner Soucy made a motion seconded by Mayor Stortz.

“To transfer \$2,760 from the General Fund Contingency Account to the Parks Department Operating Budget for repairs to the light towers at Muzzy Field.”

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

7. Library:

a. Additional appropriation of \$4,361 funded by donations

Commissioner Messier made a motion seconded by Commissioner Smith.

"To make an additional appropriation of \$4,361 within the General Fund- Library funded by donations 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. Additional appropriation of \$2,766 funded by Connecticard funds

Commissioner Moylan made a motion seconded by Commissioner Erling.

"To make an additional appropriation of \$2,766 within the General Fund- Library funded by Connecticard funds 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.

c. Transfer of \$4,092 from the General Fund Contingency Account

Commissioner Peterson made a motion seconded by Commissioner Moylan.

"To transfer \$4,092 from the General Fund Contingency Account to the General Fund Library- Repairs and Maintenance account flooding due to boiler malfunction."

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

8. Comptroller's Office:

a. Additional appropriation of \$300,000 for Major Road Maintenance funded by interest income

Commissioner Erling made a motion seconded by Mayor Stortz.

"To make an additional appropriation of \$300,000 within the General Fund for Major Road Maintenance funded by interest income and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Commissioner Moylan questioned the process to make sure she understood the process of doing this. Glenn explained this has been a practice the past few years, and is done this way to not affect the mill rate. This is for road maintenance in the 07-08 budget year, but is funded out of excess interest income.

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

b. MIS: Waive indemnification language in fiber network contract with AT&T

Commissioner Smith made a motion seconded by Mayor Stortz.

“To waive the indemnification language in the fiber optic network contract with AT&T.”

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

9. Police Department: Discuss and take action on the Police Maintenance Platform Truck

Chief Divinere explained the current truck is 1990 Ford Super Duty 350 platform lift truck with approximately 46,000 miles on it. Even though the truck has low mileage, it has been stored outdoors for 17 years and is showing signs of its age. The truck was due for replacement in the 2009 budget year. The truck was recently sent for inspection, and could not be certified as safe due to a hydraulic leak. The repair estimates came in between \$7,000 and \$10,000. It is up to the Board of Finance to repair the truck or purchase a new truck for approximately \$70,000.

Chief Accountant David Bertnagel said after he performed an analysis on the Police Department's budget there is a surplus at this time in the Patrol and Traffic wages account.

Commissioner Smith made a motion seconded by Commissioner Erling.

“To transfer \$70,000 from the Police Patrol and Traffic wages account for the purchase of a Police Maintenance platform truck and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance.”

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**

Commissioner Messier requested a report be included for the new Downtown Corporation fund.

10. New Business:

11. Any other matter to come before said meeting.

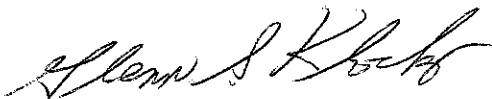
12. Adjournment.

Commissioner Messier made a motion seconded by Commissioner Smith.

“to adjourn at 7:30 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