

**Board of Finance Meeting  
June 27, 2006**

A regular meeting of the Board of Finance was held on Tuesday, June 27, 2006 at 6:30 p.m. in the City Hall, Council Chambers, 1<sup>st</sup> floor. The following Commissioners were in attendance: Chairman Richard Miecznikowski, Mayor William T. Stortz, Vice Chairman Roald Erling, Commissioners Robert J. Dunlap, John E. Smith, Ronald Messier, Donald Soucy, and Delores Capers.

**June 20, 2006**

**Ladies and Gentlemen:**

The regular Board of Finance Meeting will be held on Tuesday, June 27, 2006 at 6:30 pm in City Council Chambers.

**Agenda**

1. **Chairman Miecznikowski to call the meeting to order.**
2. **Approval of the minutes from the Regular Board of Finance Meeting May 23, 2006.**
3. **Community Services:**  
An additional appropriation of \$600 funded by a donation.
4. **Mayor's Task Force on Aids:**  
An additional appropriation of \$297 funded by registration fees.
5. **Board of Education:**
  - a. **An additional appropriation totaling \$152 within the Special Education Grant Fund funded by grant revenue.**
  - b. **An additional appropriation totaling \$21,000 within the Special Grants & Donations Fund funded by grant revenue.**
6. **City Council:**
  - a. **To make an additional appropriation of \$125,000 within the Capital Nonrecurring Fund funded by interest income.**
  - b. **Transfer of \$61,400 from the General Fund Contingency.**
7. **Personnel:**  
Transfer of \$1,000 within.
8. **Police:**  
Transfer of \$100,000 from the General Fund Contingency.
9. **Library:**  
An additional appropriation of \$1,677 funded by Connecticut Funds.
10. **Comptroller's Office:**
  - a. **To rescind the \$70,000 appropriation within the LoCIP Projects Fund.**
  - b. **An additional appropriation totaling \$140,000 within the Capital Nonrecurring Fund funded by interest earnings.**
11. **New Business:**  
Monthly Budget Analysis
12. **Old Business:**
  - a. **Funding of Positions**
  - b. **Monthly Update on Centre Mall**

13. Any other matter to come before said meeting.
14. 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 6:29 p.m.

2. **Approval of the minutes from the Regular Board of Finance Meeting May 23, 2006.**

Mayor Stortz made a motion seconded by Commissioner Erling.

"To approve the minutes from the Regular Board of Finance Meeting held on May 23, 2006 as presented."

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

3. **Community Services:**  
**An additional appropriation of \$600 funded by a donation.**

Commissioner Messier made a motion seconded by Mayor Stortz.

"To make an additional appropriation totaling \$600 within the Special Grants & Donations Fund-Community Services funded by a donation 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. **Mayor's Task Force on Aids:**  
**An additional appropriation of \$297 funded by registration fees.**

Commissioner Smith made a motion seconded by Mayor Stortz.

"To make an additional appropriation totaling \$297 within the Mayor's Task Force on Aids Operating Budget funded by registration fees and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Commissioner Erling asked what the registration fees were from. Katherine Plourde responded a workshop was held and the public was required to pay to attend.

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

**5. Board of Education:**

- a. An additional appropriation totaling \$152 within the Special Education Grant Fund funded by grant revenue.**

Commissioner Soucy made a motion seconded by Commissioner Smith.

“To make an additional appropriation totaling \$152 within the Special Educational Grant Fund for Title III Part A English Language Acquisition funded by grant revenue and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance.”

William Smyth of the Board of Education explained the Federal Grant amounts for the City is figured out by a formula. After the funds were distributed the excess grant money is redistributed through the formula again.

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

- b. An additional appropriation totaling \$21,000 within the Special Grants & Donations Fund funded by grant revenue.**

Mayor Stortz made a motion seconded by Commissioner Erling.

“To make an additional appropriation totaling \$21,000 within the Special Grants & Donations Fund for the Family Resource Center at Greene Hills School funded by grant revenue 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.

**6. City Council:**

- a. To make an additional appropriation of \$125,000 within the Capital Nonrecurring Fund funded by interest income.**

Commissioner Erling made a motion seconded by Mayor Stortz.

“To make an additional appropriation of \$125,000 within the Capital Nonrecurring Fund funded by interest income for a feasibility study to convert to a Pre-K – 8 system and to recommend approval of this action to a meeting of the City Council.”

Chairman Miecznikowski asked once the money is approved will the Board of Education be putting together an RFP and going out to bid, but how long will this take? William Smyth responded he estimates it will take three to four months. The cost is an estimate of what a feasibility study will approximately cost.

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

**b. Transfer of \$61,400 from the General Fund Contingency.**

Commissioner Dunlap made a motion seconded by Commissioner Smith.

“To transfer \$61,400 from the General Fund Contingency Account to the Personnel Operating Budget for the diversity training contract and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance.”

Commissioner Capers asked if there was any intent for diversity training in all the City departments. Personnel Director Diane Ferguson stated the City is starting with the Police Department and will move forward from there. Mayor Stortz added the Police Officers are the ones who deal with the public the most. Commissioner Capers suggested this be built into the budget.

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

**7. Personnel:  
Transfer of \$1,000 within.**

Commissioner Messier made a motion seconded by Commissioner Smith.

“To transfer \$1,000 within the Personnel Operating budget from Regular Wages to Overtime.”

Chairman Miecznikowski asked if someone was out of the office or what was the reason for this expense. Diane Ferguson stated there have been unanticipated absences in her department and in the Building Department which impacts coverage.

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

**8. Police:  
Transfer of \$100,000 from the General Fund Contingency.**

Commissioner Smith made a motion seconded by Mayor Stortz.

“To transfer \$100,000 from the General Fund Contingency Account to the Police Department Overtime and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance.”

Commissioners discussed keeping this money separate from the regular overtime so the money could be monitored closely. Commissioner Messier questioned as to why the Board was appropriating this now in the 05-06 budget when it will be expended in the 06-07 budget. Comptroller Klocko explained the money will be carried over.

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

**9. Library:**

**An additional appropriation of \$1,677 funded by Connecticard Funds.**

Commissioner Soucy made a motion seconded by Commissioner Smith.

“To make an additional appropriation totaling \$1,677 within the Libraries Operating Budgets 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.

**10. Comptroller’s Office:**

**a. To rescind the \$70,000 appropriation within the LoCIP Projects Fund.**

Commissioner Erling made a motion seconded by Commissioner Dunlap.

“To rescind the \$70,000 appropriation for the Railroad Spurs that was approved as part of the 2005-2006 Capital Budget funded by LoCIP 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.

**b. An additional appropriation totaling \$140,000 within the Capital Nonrecurring Fund funded by interest earnings.**

Mayor Stortz made a motion seconded by Commissioner Dunlap.

“To make an additional appropriation totaling \$140,000 within the Capital Nonrecurring Fund funded by interest earnings and to recommend approval of this action to a meeting of the City Council.”

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

**11. New Business:**  
**Monthly Budget Analysis**

Mayor Stortz explained the Comptroller's Office prepared the report as of June 23. The monthly budget report can be used as a tool to look closer at department spending. The Board discussed a few areas which stood out, but did not want to come down hard on any one department because this is the first time a report like this has been presented. Commissioner Soucy questioned why departments are allowed to spend money if it is not there. Once a department spends their budgeted amount they should not be allowed to continue spending. The Board will continue this conversation in future meetings.

**12. Old Business:**  
**a. Funding of Positions**

The Board received communication from Corporation Counsel stating the Board is required to fund positions approved by the Salary Committee during the year. Commissioner Smith requested the section of the charter relevant to this be given to the Board.

**b. Monthly Update on Centre Mall**

Mayor Stortz presented a breakdown of the Centre Mall expenditures and revenues.

**13. Any other matter to come before said meeting.**

**14. Adjournment.**

Mayor Stortz made a motion seconded by Commissioner Soucy.

"to adjourn at 7:13 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