



**City of Bristol
Board of Finance Meeting
September 27, 2011**

A meeting of the Board of Finance was held on Tuesday, September 27, 2011 at 6:30 p.m. in the City Hall, Council Chambers of City Hall, 111 North Main Street, Bristol, Connecticut. The following were in attendance: Chairman Rich Miecznikowski, Vice Chairman John Smith, Mayor Ward, Commissioners Bob Casar, Greg Fradette, Cheryl Thibeault, and Robert Vojtek. Lisa Casey and Paul Tonon were absent. Also present from the Comptroller's Office: Glenn Klocko and Robin Manuele.

September 20, 2011

Ladies and Gentleman:

The Regular Board of Finance Meeting will be held on Tuesday, September 27, 2011 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.

Pledge of Allegiance

2. Public Participation
3. Consent Agenda
 - a. Approval of the minutes from the Board of Finance Meeting August 23, 2011
 - b. Youth Services: Additional appropriation of \$860 within the General Fund
 - c. City Council: Refer the USDA Natural Resources Conservation agreement to Miscellaneous Matters Committee
 - d. Parks & Recreation:
 - i. Additional appropriation of \$7,000 within the Capital Projects Fund
 - ii. Additional appropriation of \$4,685 within the Special Grants and Donations Fund
4. Police Department: Transfer of \$37,500 within the General Fund for the Public Safety Technical Support Specialist position
5. Board of Education: Request for additional appropriation of \$2,559,357
6. Youth Services:
 - a. Rescind the Youth Services Carryovers totaling \$22,940 from fiscal year 2010-2011 to fiscal year 2011-2012
 - b. Rescind the Youth Services Transfer of \$15,080 within fiscal year 2011-2012
7. Comptroller's Office:
 - a. Rescind the Carryovers totaling \$721,955 within the General Fund from fiscal year 2010-2011 to fiscal year 2011-2012
 - b. Carryovers totaling \$636,242 within the General Fund from fiscal year 2010-2011 to fiscal year 2011-2012

- c. Carryovers totaling \$72,612 within the Water Pollution Control operating budget from fiscal year 2010-2011 to fiscal year 2011-2012
 - d. Carryovers totaling \$6,767 within the Community Development Block Grant from fiscal year 2010-2011 to fiscal year 2011-2012
 - e. Additional appropriations totaling \$391,619 within the General Fund as of June 30, 2011
 - f. Additional appropriations totaling \$1,303,082 within the Special Grants and Donations Fund as of June 30, 2011
 - g. Additional appropriation of \$5,575 within the Equipment Building Sinking Fund as of June 30, 2011
 - h. Additional appropriation of \$200,000 within General Fund as of June 30, 2011
 - i. Additional appropriation of \$175,000 and transfers totaling \$1,575,000 within the General Fund as of June 30, 2011
 - j. Additional appropriation of \$1,750,000 within the Equipment Building Sinking Fund funded by a General Fund transfer as of June 30, 2011
8. New Business:
 9. Old Business:
 - a. Monthly Update on General Fund
 - b. Monthly Update on BDDC
 - c. Monthly Update on Centre Mall 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.

Bill Stortz, 31 Oxbow Drive, Bristol. Spoke about Renaissance's plan and potential costs to the City. Glenn stated Ryan from Renaissance has had discussions with Department Heads regarding this topic. Bill stated the City Council should know what they are committing to and the City's obligations. Mayor Ward stated the Concept Plan has been presented, which needs the City's backing to show potential developers the City is behind the plan.

3. Consent Agenda
 - a. Approval of the minutes from the Board of Finance Meeting August 23, 2011
 - b. Youth Services: Additional appropriation of \$860 within the General Fund

- c. **City Council: Refer the USDA Natural Resources Conservation agreement to Miscellaneous Matters Committee**
- d. **Parks & Recreation:**
 - i. **Additional appropriation of \$7,000 within the Capital Projects Fund**
 - ii. **Additional appropriation of \$4,685 within the Special Grants and Donations Fund**

Commission Thibeault requested to remove item 3c.

Commissioner Smith made a motion seconded by Commissioner Casar.

"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.

Commissioner Thibeault questioned if the resources were there or would the work be contracted out. Mayor Ward explained a ceiling of \$50,000 was given with up to 80% reimbursement. The State may pick up the other 20%, which may be in-kind services. The work has been completed, removing debris in the Pequabuck, which attributed to some flooding.

Commissioner Thibeault made a motion seconded by Commissioner Smith.

"To refer Item 3c. to Miscellaneous Matters Committee."

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

4. Police Department: Transfer of \$37,500 within the General Fund for the Public Safety Technical Support Specialist position

Mayor Ward made a motion seconded by Commissioner Casar.

"To transfer \$37,500 within the General Fund for the Public Safety Technical Support Specialist position and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Commissioner Smith questioned what this position was. Chief Osanitsch explained there was an agreement in 2008, which stated when the Technology Sergeant retired; he would be replaced with a civilian, replacing a sworn officer. The Sergeant position will be moved back onto the road, where he is needed in the Traffic Division.

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

5. Board of Education: Request for additional appropriation of \$2,559,357

Commissioner Wojtek made a motion seconded by Commissioner Smith.

"To make an additional appropriation of \$2,559,357 within the Board of Education budget funded by a transfer of \$1,559,357 from the Equipment Building Sinking Fund and \$1,000,000 from General Fund Fund Balance and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Mayor Ward stated this is not a choice; the City has to fund this based on the legislation which snuck through after the budget was adopted. The fact that legislators have a right to bring up items like this after the budget process is complete, is ludicrous. The Board of Finance, Joint Board and Departments worked diligently to adopt a budget. The way this was implemented amazes the Mayor. If you ask the legislators, no one knew of this, but yet they passed it. If everyone recalls, during the budget process the Board of Education stated they could take one year of a zero increase, the Board of Finance felt this year was appropriate because of the additional ARRA stimulus money the BOE still had available. If things continue this way, Education will control 90% of the budget, instead of where they are now. Towns are being held hostage, and if this is not approved the State will take the money from grants.

The Mayor has been fighting for unfunded mandate relief. 86 unfunded mandates were proposed and only 40 passed.

Commissioner Casar stated he appreciates the Mayor's comments, but will be voting NO as a message to the legislators, not for the students.

Commissioner Vojtek stated with all the work the Board of Finance does, there is belief the Board knew about this. It is the most ludicrous thing he has heard. The perception the Board was aware of this is incorrect.

Following a voice vote, the Chairman declared the motion carried.

Commissioner Casar voted No.

6. Youth Services:

- a. Rescind the Youth Services Carryovers totaling \$22,940 from fiscal year 2010-2011 to fiscal year 2011-2012**

Commissioner Casar made a motion seconded by Commissioner Thibeault.

"To rescind the Youth Services \$22,940 carryover from fiscal year 2010-2011 to fiscal year 2011-2012 for Youth Services."

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

- b. Rescind the Youth Services Transfer of \$15,080 within fiscal year 2011-2012**

Commissioner Vojtek made a motion seconded by Commissioner Thibeault.

"To rescind the Youth Services \$15,080 transfer within fiscal year 2011-2012 for salary costs for Youth Services."

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

7. Comptroller's Office:

- a. Rescind the Carryovers totaling \$721,955 within the General Fund from fiscal year 2010-2011 to fiscal year 2011-2012**

Commissioner Smith made a motion seconded by Mayor Ward.

"To rescind the General Fund carryover of \$721,955 from fiscal year 2010-2011 to fiscal year 2011-2012 and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Robin Manuele explained this item was on the August Board of Finance Agenda, but the motion read General Fund, and it should have been broken down into the General Fund, Water Pollution Control, and Community Development Block Grant. Also, some of the amounts have changed due to invoices being paid after the carry over request was submitted.

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

- b. Carryovers totaling \$636,242 within the General Fund from fiscal year 2010-2011 to fiscal year 2011-2012**

c.

Commissioner Thibeault made a motion seconded by Commissioner Smith.

"To approve carryovers totaling \$636,242 within the General Fund from fiscal year 2010-2011 to fiscal year 2011-2012 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.

- d. Carryovers totaling \$72,612 within the Water Pollution Control operating budget from fiscal year 2010-2011 to fiscal year 2011-2012**

Commissioner Fradette made a motion seconded by Commissioner Smith.

"To approve carryovers totaling \$72,612 within Water Pollution Control's operating budget from fiscal year 2010-2011 to fiscal year 2011-2012 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.

- e. Carryovers totaling \$6,767 within the Community Development Block Grant from fiscal year 2010-2011 to fiscal year 2011-2012**

Commissioner Thibeault made a motion seconded by Commissioner Smith.

"To approve carryovers totaling \$6,767 within the Community Development Block Grant operating budget from fiscal year 2010-2011 to fiscal year 2011-2012 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.

f. Additional appropriations totaling \$391,619 within the General Fund as of June 30, 2011

Commissioner Smith made a motion seconded by Commissioner Thibeault.

“To make additional appropriations totaling \$391,619 within the General Fund as of June 30, 2011 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.

g. Additional appropriations totaling \$1,303,082 within the Special Grants and Donations Fund as of June 30, 2011

Commissioner Casar made a motion seconded by Commissioner Thibeault.

“To make additional appropriations totaling \$1,303,082 within the Special Grants and Donations Fund as of June 30, 2011 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.

h. Additional appropriation of \$5,575 within the Equipment Building Sinking Fund as of June 30, 2011

Commissioner Fradette made a motion seconded by Commissioner Smith.

“To make an additional appropriation of \$5,575 within the Equipment Building Sinking Fund funded by Interest Income as of June 30, 2011 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.

i. Additional appropriation of \$200,000 within General Fund as of June 30, 2011

Commissioner Vojtek made a motion seconded by Commissioner Smith.

"To make an additional appropriation of \$200,000 within the General Fund as of June 30, 2011 for Other Post Employment Benefits 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.

j. Additional appropriation of \$175,000 and transfers totaling \$1,575,000 within the General Fund as of June 30, 2011

Commissioner Thibeault made a motion seconded by Commissioner Smith.

"To make an additional appropriation of \$175,000 and transfers totaling \$1,575,000 within the General Fund as of June 30, 2011 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.

j. Additional appropriation of \$1,750,000 within the Equipment Building Sinking Fund funded by a General Fund transfer as of June 30, 2011

Commissioner Thibeault made a motion seconded by Commissioner Smith.

"To make an additional appropriation of \$1,750,000 within the Equipment Building Sinking Fund as of June 30, 2011 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.

8. New Business:

Commissioner Thibeault made a motion seconded by Commissioner Smith.

"To bring Item 8. Approval to purchase a time clock to the table."

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

Glenn stated the time clock broke for Public Works and they are looking for approval to purchase the time clock with money Public Works has in various supply accounts.

Commissioner Smith made a motion seconded by Commissioner Casar.

"To approve the purchase of a time clock from TimeClock Plus for Public Works use."

Discussion was held on various time clock systems and integrating other departments. The City is working toward a self-service system for employees. Roger Rousseau stated the City is working out the logistics of using computers instead of time clocks. The City would need to provide enough computers in each location to allow employees to log in or out in a timely manner.

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

9. Old Business:
 - a. Monthly Update on General Fund
 - b. Monthly Update on BDDC
 - c. Monthly Update on Centre Mall Fund

10. Any other matter to come before said meeting

11. Adjournment

Commissioner Smith made a motion seconded by Commissioner Thibeault.

"to adjourn at 7:15 p.m."

Attest:



Glenn S. Klocko
Board of Finance Clerk