

City of Bristol
Board of Finance Meeting
October 26, 2010

A meeting of the Board of Finance was held on Tuesday, September 28, 2010 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 John Smith, Commissioners Lisa Casey, Cheryl Thibeault, Paul Tonon, Robert Casar, Greg Fradette and Robert Vojtek. Mayor Ward was absent. Also present from the Comptroller's Office: Glenn Klocko and Robin Manuele.

October 19, 2010

Ladies and Gentlemen:

The Regular Board of Finance Meeting will be held on Tuesday, October 26, 2010 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 September 28, 2010
 - b. Purchasing: Quarterly Update on the Local Bidding Preference
 - c. Education:
 1. Additional appropriation totaling \$1,487,713 within the Special Education Grant Fund funded by grants
 2. Additional appropriation of \$207,500 within the Special Grants & Donations Fund funded by grant revenue
 3. Reduce IDEA, Part B, Section 611 by \$12,243
4. Code Enforcement Committee: Transfer of \$20,000 from the General Fund Contingency account for Code Enforcement
5. Storm Damage:
 - a. Parks & Recreation: Transfer of \$34,264 from the General Fund Contingency account for storm damage
 - b. Public Works: Transfer of \$21,122 from the General Fund Contingency account for storm damage
 - c. Police Dept: Transfer of \$9,560 from the General Fund Contingency account for storm damage
6. Budget Updates:
 - a. Parks & Recreation
 - b. Police Department
7. Comptroller's Office:

- a. Transfers totaling \$942,728 within the Capital Projects Fund as of June 30, 2010
- b. Early Retirement Reinsurance Program contract(s)
8. New Business:
9. Old Business:
 - a. Monthly Update on General Fund
 - b. Monthly Update on Centre Mall
 - c. Monthly Update on Downtown Development Fund
 - d. Discussion on purchase of Park St property
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
3. Consent Agenda:
 - a. Approval of the minutes from the Regular Board of Finance Meeting September 28, 2010
 - b. Purchasing: Quarterly Update on the Local Bidding Preference
 - c. Education:
 1. Additional appropriation totaling \$3,306,141 within the Special Education Grant Fund funded by grants
 2. Additional appropriation of \$207,500 within the Special Grants & Donations Fund funded by grant revenue

Glenn Klocko noted item 3c1. has been increased to \$3,406,141 and 3c3 has been removed.

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.

4. Code Enforcement Committee: Transfer of \$20,000 from the General Fund Contingency account for Code Enforcement

Commissioner Thibeault made a motion seconded by Commissioner Tonon.

"To transfer \$20,000 from the General Fund Contingency account for Code Enforcement activities and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Guy Morin provided the Board with a brief explanation of the Code Enforcement budget. The budget was reduced and more funding is needed to continue enforcement activities. Pictures were provided to the Board of recent activity. Collections have been on track as well.

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

5. Storm Damage:

- a. Parks & Recreation: Transfer of \$34,264 from the General Fund Contingency account for storm damage**

Commissioner Tonon made a motion seconded by Commissioner Smith.

"To transfer \$34,264 from the General Fund Contingency account to the Parks & Recreation operating budget for tornado damage 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. Public Works: Transfer of \$21,122 from the General Fund Contingency account for storm damage**

Commissioner Vojtek made a motion seconded by Commissioner Smith.

"To transfer \$21,122 from the General Fund Contingency account to the Public Works operating budget for tornado damage 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. Police Dept: Transfer of \$9,560 from the General Fund Contingency account for storm damage**

Commissioner Fradette made a motion seconded by Commissioner Casar.

"To transfer \$9,560 from the General Fund Contingency account to the Police Department's operating budget for tornado damage 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. Budget Updates:
a. Parks & Recreation

Ed Swicklas reviewed his concerns with his department's budget with the Board. The motor vehicle parts line item and maintenance supplies and materials may go over due to the age of the fleet and equipment used. Budget discussion continued briefly.

b. Police Department

Chief Divenere expressed his concerns with the wage line items in his budget. Captain McIntyre provided the Board with a letter highlighting some concerns. Over the past two budget cycles, 6 vacant positions were eliminated from the Patrol & Traffic division, along with reductions to the overtime line items. Several programs within the department have been eliminated. The department currently has two vacancies, with seven officers out on long term worker's compensation injuries and a few retirements are anticipated. The Chief is working with Personnel to hire officers, but because of reductions at the State level fewer police academy classes are being offered, and it takes almost a year for one officer to become certified. Commissioner Casar questioned when it becomes an officer safety issue. Chief Divenere explained it is already there. A good percentage of the calls officers are responding to are medical in nature. The department may have to cut back on responding to routine traffic accidents due to limited man power.

Commissioner Thibeault clarified the Board of Finance decided to not budget for vacancies, and the positions were questioned during the budget process whether or not they could be filled. When the departments stated the position could not be filled in the next year, the position was eliminated.

7. Comptroller's Office:
a. Transfers totaling \$942,728 within the Capital Projects Fund as of June 30, 2010

Commissioner Casey made a motion seconded by Commissioner Casar.

"To make transfers totaling \$942,728 within the Capital Projects Fund as of June 30, 2010 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. Early Retirement Reinsurance Program contract(s)

Glenn explained the City has applied for the federal Early Retirement Reinsurance Program which deals with partial reimbursement of medical claims for early retiree between the ages of 55-64. This is a very competitive program, and Bristol's application was in on the first day, however, the City was just approved and numerous steps need to be completed before we will see any funds. Corporation Counsel will not allow the City to engage in contract with indemnification language per the Board of Finance's policy, therefore acceptance of the language is necessary to proceed. A third party (InTech) is being used to merge data from Cigna and Medco. The risk appears to be minimal to the City.

Commissioner Smith made a motion seconded by Commissioner Tonon.

"To accept the indemnification contract language with InTech Health Ventures for the Early Retiree Reinsurance Program."

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

Commissioner Smith made a motion seconded by Commissioner Tonon.

"To accept the indemnification contract language with Anthem for the Early Retiree Reinsurance Program."

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

8. New Business:

9. Old Business:

- a. Monthly Update on General Fund
- b. Monthly Update on Centre Mall
- c. Monthly Update on Downtown Development Fund
- d. Discussion on purchase of Park St property

Melissa Simonik from Corporation Counsel explained this is the last property to purchase in front of Rockwell Park. The City has been working with Bank of America to purchase the property for \$175,000 with estimated closing costs of \$5,000. There is not any money included for demolition. The Bank is going to remove the tenants before the property is purchased by the City. Through CDBG funding \$60,000 is available for demolition of the property at 268 Park Street. There may be funding left over that could be used, but bids will not be opened until Thursday for the demolition of 268 Park St.

Commissioner Casar made a motion seconded by Commissioner Smith.

"To make an additional appropriation of \$125,000 within the Centre Mall Fund 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 Casar made a motion seconded by Commissioner Smith.

"To make an additional appropriation of \$10,000 within the Open Space Fund 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 Casar made a motion seconded by Commissioner Smith.

"To make an additional appropriation of \$135,000 within the General Fund funded by the Centre Mall Fund and Open Space Fund for the purchase of 268 Park Street 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 Casar voted No.

Commissioner Casar made a motion seconded by Commissioner Smith.

"To transfer \$25,000 from the Treasurer's Operating Budget and \$20,000 from the General Fund Contingency account for the purchase of 268 Park Street 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 Casar voted No.

10. Any other matter to come before said meeting

Commissioner Smith made a motion seconded by Thibeault.

"To bring the Transfer Station project to the table."

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

Commissioner Thibeault explained she met with Walter and the Solid Waste Committee in Public Works.

Commissioner Smith made a motion seconded by Thibeault.

"To make an additional appropriation of \$216,000 funded by LoCIP funds for the transfer station upgrades 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.

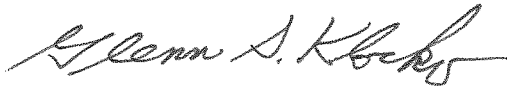
11. Adjournment

Commissioner Smith made a motion seconded by Commissioner Tonon.

"to adjourn at 7:40 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