



**City of Bristol
Board of Finance Meeting
November 24, 2009**

A meeting of the Board of Finance was held on Tuesday, November 24, 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 Paul Tonon, Cheryl Thibeault, John Smith, Janet Moylan and Greg Fradette, Mayor Ward. Mark Peterson was absent. Also present from the Comptroller's Office: Robin Manuele.

November 17, 2009

Ladies and Gentlemen:

The Regular Board of Finance Meeting will be held on Tuesday,
November 24, 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 Regular Board of Finance Meeting October 27, 2009**
 - b. Approval of 2010-2011 Budget Calendar**
 - c. Approval of the 2010 Meeting Calendar**
 - d. Police Department: Refer the 2010 Comprehensive DUI grant to Miscellaneous Matters Committee**
 - e. Registrar of Voters: Transfer of \$385 within the Registrar of Voter's operating budget**
 - f. Public Works:**
 - i. Transfer of \$5,300 within the WPC Operating budget**
 - ii. Refer the National Clean Diesel Funding Assistance Program Grant to Miscellaneous Matters Committee**
 - g. Education:**
 - i. Additional appropriations totaling \$1,562,242 within the Special Education Grant Fund**
 - ii. Additional appropriation of \$202,500 within the Special Grants & Donations Fund**
 - iii. Transfers totaling \$1,238 within the Main Street Community Foundation Grant**

4. **Board of Education: Additional appropriation of \$25,087 within the Student Activity Fund**
5. **Comptroller's Office:**
 - a. **Transfers totaling \$697,368 within the Capital Projects Fund as of June 30, 2009**
 - b. **Additional appropriations totaling \$234,086 within the Capital Projects Fund funded by interest income as of June 30, 2009**
 - c. **Rescind \$200,000 appropriation within Capital Projects as of June 30, 2009**
6. **New Business:**
7. **Old Business:**
 - a. **Monthly Update on Code Enforcement**
 - b. **Monthly Update on General Fund**
 - c. **Monthly Update on Centre Mall**
 - d. **Monthly Update on Downtown Development Fund**
 - e. **2010-2011 Budget Discussion**
8. **Any other matter to come before said meeting**
9. **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**

None

3. **Consent Agenda:**
 - a. **Approval of the minutes from the Regular Board of Finance Meeting October 27, 2009**
 - b. **Approval of 2010-2011 Budget Calendar**
 - c. **Approval of the 2010 Meeting Calendar**
 - d. **Police Department: Additional appropriation of \$190,800 funded by \$143,100 in grant revenue, \$47,700 transfer from General Fund contingency**
 - e. **Registrar of Voters: Transfer of \$385 within the Registrar of Voter's operating budget**
 - f. **Public Works:**
 1. **Transfer of \$5,300 within the WPC Operating budget**

2. Refer the National Clean Diesel Funding Assistance Program Grant to Miscellaneous Matters Committee

g. Education:

1. Additional appropriations totaling \$1,562,242 within the Special Education Grant Fund
2. Additional appropriation of \$202,500 within the Special Grants & Donations Fund
3. Transfers totaling \$1,238 within the Main Street Community Foundation Grant

Robin Manuele noted item 3d. has been changed to an additional appropriation of \$190,800 funded by \$143,100 in grant revenue and a transfer of \$47,700 from the General Fund contingency account.

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. Board of Education: Additional appropriation of \$25,087 within the Student Activity Fund

Commissioner Thibeault made a motion seconded by Mayor Ward.

"To make an additional appropriation of \$25,087 within the Student Activity Fund to purchase a Driver's Education vehicle 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.

Robin stated the next three items are to close out projects as a result of the fiscal year end audit. The Comptroller's Office tries to keep within the same category so the accounts can balance.

5. Comptroller's Office:

- a. Transfers totaling \$697,368 within the Capital Projects Fund as of June 30, 2009

Commissioner Smith made a motion seconded by Commissioner Moylan.

"To make transfers totaling \$697,368 within the Capital Projects Fund as of June 30, 2009 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 appropriations totaling \$234,086 within the Capital Projects Fund funded by interest income as of June 30, 2009

Commissioner Tonon made a motion seconded by Commissioner Smith.

"To make additional appropriations totaling \$234,086 within the Capital Projects Fund funded by interest income and project closeouts as of June 30, 2009 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. Rescind \$200,000 appropriation within Capital Projects as of June 30, 2009

Mayor Ward made a motion seconded by Commissioner Moylan.

"To rescind the \$200,000 bonding appropriation for Brook Street dredging from Stafford Ave to Brook Street 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. New Business:

7. Old Business:

a. Monthly Update on Code Enforcement

Mayor Ward stated the Building Official has been out on an injury therefore there has not been much activity.

b. Monthly Update on General Fund

c. Monthly Update on Centre Mall

Mayor Ward stated the Bristol Downtown Development Corporation (BDDC) met in executive session and has asked the two companies to submit additional information by December 14th when the BDDC will meet, review the information and proceed.

- d. **Monthly Update on Downtown Development Fund**
- e. **2010-2011 Budget Discussion**

Mayor Ward stated the budget kick off meeting is schedule for December 1st at 9:30 a.m. and all Board of Finance commissioners are welcome to attend. Governor Rell made an announcement today that she will be cutting aid to municipalities, which are additional cuts. Hopefully she will address mandates which may help the City. The Mayor plans on discussing budgetary imbalances, 5 & 10% reduction scenarios. Department Heads need to see the future, reality has set in and has been forced upon us. Departments will have to do more with less.

Chairman Miecznikowski stated the Board of Education offered retirement incentives which should produce cost savings. Dr. Streifer stated the incentives should produce approximately \$400,000 in savings. Dr. Streifer would like to update the Board of Finance on the Board of Education in December or January. Chairman Miecznikowski stated January would work.

- 8. **Any other matter to come before said meeting**
- 9. **Adjournment**

Commissioner Moylan made a motion seconded by Commissioner Thibeault.

"to adjourn at 6:43 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