

**Board of Finance Meeting
April 25, 2006**

A regular meeting of the Board of Finance was held on Tuesday, April 25, 2006 at 6:30 p.m. in the City Hall, Council Chambers, 1st floor. The following Commissioners were in attendance: Mayor William T. Stortz, Chairman Richard Miecznikowski, Vice Chairman Roald Erling, Commissioners Robert J. Dunlap, John E. Smith, Ronald Messier, Donald Soucy, Delores Capers. Christopher Ziogas entered at 6:45 pm.

April 18, 2006

Ladies and Gentlemen:

The regular Board of Finance Meeting will be held on Tuesday, April 25, 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 March 28, 2006.
3. Committee Reports:
Banking & Audit Committee Report- April 6, 2006 Meeting.
4. Parks & Recreation:
An additional appropriation totaling \$5,500 funded by donations and grant revenue.
5. Police Department:
An additional appropriation of \$25,508 funded by grant revenue.
6. Youth Services:
 - a. A transfer of \$9,750 for the Paul Vivian Internship/Cooperative Work Experience Program in conjunction with the Board of Education.
 - b. An additional appropriation of \$232 funded by a donation.
7. Public Works:
Transfer of \$4,800 within the Public Works Department operating budget.
8. Bristol Development Authority:
An additional appropriation totaling \$49,500 funded by grant revenue with a City match of \$4,500.
9. Library:
An additional appropriation totaling \$4,990 funded by a donation.
10. City Council:
 - a. Grant application totaling \$12,000 funded by grant revenue.
 - b. Purchase of property Lot 3-1 Broad Street, Forestville.
 - c. Approval of CDBG Proposed Use of Funds.
11. New Business:
12. Old Business:
Update on the Local Bidding Preference for the quarter ended March 31, 2006.

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 6:31 p.m.

2. **Approval of the minutes from the Regular Board of Finance Meeting March 28, 2006.**

Commissioner Capers made a motion seconded by Commissioner Dunlap.

“To approve the minutes from the Regular Board of Finance Meeting held on March 28, 2006 as presented.”

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

3. **Committee Reports:**
Banking & Audit Committee Report- April 6, 2006 Meeting.

Commissioner Smith made a motion seconded by Commissioner Dunlap.

“To accept the Banking & Audit Committee report as presented by Commissioner Dunlap from the April 6, 2006 meeting and place it on file.”

In the absence of Committee Chairman Chris Ziogas Commissioner Dunlap reported the committee discussed the scope of the external independent audit of the City. The decision of the committee was to have another meeting.

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

4. **Parks & Recreation:**
An additional appropriation totaling \$5,500 funded by donations and grant revenue.

Commissioner Dunlap made a motion seconded by Commissioner Erling.

“To make an additional appropriation totaling \$5,500 within the Parks & Recreation Operating budget funded by donations and grant revenue and to

recommend approval of this action to a Joint Meeting of the City Council and Board of Finance.”

Chairman Miecznikowski thanked Robyn for all the work she does in getting grants for the City.

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

5. Police Department:

An additional appropriation of \$25,508 funded by grant revenue.

Commissioner Soucy made a motion seconded by Mayor Stortz.

“To make an additional appropriation within the Special Grants & Donations Fund- Police Department in the amount of \$25,508 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. Youth Services:

a. A transfer of \$9,750 for the Paul Vivian Internship/Cooperative Work Experience Program in conjunction with the Board of Education.

Mayor Stortz made a motion seconded by Commissioner Erling.

“To transfer \$9,750 from Youth Services to the Board of Education for the Paul Vivian Internship/Cooperative Work Experience Program 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 of \$232 funded by a donation.

Commissioner Messier made a motion seconded by Commissioner Dunlap.

“To make an additional appropriation within the General Fund- Youth Services in the amount of \$232 funded by a donation for the Project Aware Scholarship 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.

7. Public Works:

Transfer of \$4,800 within the Public Works Department operating budget.

Commissioner Erling made a motion seconded by Commissioner Dunlap.

“To transfer \$4,800 within the Public Works Department Operating Budget to provide funds for engineering services for storm damage to the City Landfill.”

Commissioner Erling questioned Walter Veselka in regards to the cost of the erosion of the landfill costing thousands of dollars to repair. Walter confirmed that was true, the preliminary estimate showed the repair of this damage was between \$380,000 and \$500,000. This project has been submitted to FEMA under the October 15 rainstorm last year. The landfill is closed and accepted by the State of Connecticut. The \$4,800 is for a consulting engineer to formalize the cost and scope of repairs needed to repair the landfill. The rough cost estimate is a result of a field experiment performed in March.

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

8. Bristol Development Authority:

An additional appropriation totaling \$49,500 funded by grant revenue with a City match of \$4,500.

Commissioner Dunlap made a motion seconded by Commissioner Smith.

“To refer the Naugatuck Valley Brownfields Pilot Committee grant to the Miscellaneous Matters Committee pending notification of grant approval from the State.”

Robyn Bugbee stated she actually needs the appropriation of \$4,500 for the City match because grant approval has already been received and the grant awarded.

Commissioner Dunlap rescinded his motion, seconded by Commissioner Smith.

Commissioner Smith made a motion seconded by Mayor Stortz.

“To make an additional appropriation totaling \$49,500 funded by grant revenue with a City match of \$4,500”

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

9. Library:

An additional appropriation totaling \$4,990 funded by a donation.

Commissioner Capers made a motion seconded by Commissioner Dunlap.

“To make an additional appropriation within the General Fund- Library in the amount of \$4,990 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.

10. City Council:

a. Grant application totaling \$12,000 funded by grant revenue.

Commissioner Smith made a motion seconded by Commissioner Dunlap.

“To approve a bid waiver for the Historic Document Preservation grant and refer to the Miscellaneous Matters Committee pending notification of grant approval from the State.”

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

b. Purchase of property Lot 3-1 Broad Street, Forestville.

Commissioner Soucy made a motion seconded by Commissioner Dunlap.

“To refer the purchase of property Lot 3-1 Broad Street, Forestville to the Miscellaneous Matters Committee pending notification.”

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

Commissioner Ziogas entered the meeting.

c. Approval of CDBG Proposed Use of Funds.

Mayor Stortz made a motion seconded by Commissioner Smith.

“To refer the approval of CDBG proposed use of funds to the 2006-2007 Budget Process.”

Mayor Stortz questioned Jonathan Rosenthal if this request was submitted out of sequence, by going to City Council first whereas it should of come to this Board

first. Jonathan responded it could, but doesn't know if it should of. Also, there are timing issues and additional documentation was submitted to City Council stating because it was approved by City Council doesn't compel this Board to render a decision on the use of City share funds as requested.

Commissioner Soucy asked if year 32 means we have had this grant for 32 years. Jonathan responded yes, this goes back to the Nixon administration.

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

11. New Business:

Commissioner Ron Messier asked if this was the appropriate place to have an update on the Downtown Center Mall project.

Commissioner Messier made a motion to bring this item to the agenda and Commissioner Smith seconded it.

Following a voice vote in which there was no opposition, the Chairman allowed this item to be discussed.

Commissioner Messier asked the Mayor for an update on where the project stands and if there are any potential costs associated with the building that should be included in the 06/07 budget.

Mayor Stortz stated at this time there are no known requests, there is still some money left in the original grant. Commissioner Messier asked if the scope of the grant/project changes are there additional consulting fees the City will have to absorb. Mayor Stortz stated the scope of the project will change; otherwise it would stay as the Boys/Girls club on one side and performing arts/field house on the other. At this point in time the City is working with the State to change the scope.

Commissioner Smith asked if there was a demolition plan. Mayor Stortz said no, there was not a demolition plan in place. The City plans on demolishing the building as quickly as the City can determine it can be demolished, but as long as Ocean State in the building. The City does not know if the building can be partially demolished with Ocean State still in there.

12. Old Business

Update on the Local Bidding Preference for the quarter ended March 31, 2006.

Commissioner Messier made a motion seconded by Commissioner Soucy.

“To accept the update of the Local Bidding Preference for the quarter ended March 31, 2006 as presented by the Purchasing Agent and place on file.”

Roger Rousseau stated there is only one contract which has gone through the local bidding preference and that was for sports apparel for the Parks Department for their T-shirt program and it was a fairly small contract.

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

13. Any other matter to come before said meeting.

Mayor Stortz stated earlier this week the City put on a FOI Seminar for Board members. One of the things indicated was that agendas can not list old business and new business, but can be brought up, it is preferred that if a Commissioner has a particular item in mind they contact the appropriate person to have the item placed on the agenda. Business can still be brought up as a motion, and voted on to be added and discussed.

14. Adjournment.

Commissioner Erling made a motion seconded by Commissioner Dunlap.

“to adjourn at 6:55 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