

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

A special meeting of the Board of Finance was held on Tuesday, April 25, 2006 at 7:03 p.m. in the City Hall, Council Chambers, 1<sup>st</sup> 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 and Christopher Ziogas.

**April 20, 2006**

**Ladies and Gentlemen:**

There will be a Special Board of Finance Meeting on Tuesday, April 25, 2006 immediately following the regularly scheduled Board of Finance Meeting, which takes place at 6:30 pm in City Council Chambers.

**Agenda**

1. Chairman Miecznikowski to call the meeting to order.
2. To adopt the General Fund Estimated Operating Budget for the City of Bristol for fiscal year 2006-2007 and to take any necessary action.
3. To adopt the budget estimate for the Bristol Water Department Enterprise Fund for fiscal year 2006-2007 and to take any action as necessary.
4. To adopt the budget estimate for the Solid Waste Disposal Fund for fiscal year 2006-2007 and to take any necessary action.
5. To adopt the budget estimate for the Sewer Operating and Assessment Fund for fiscal year 2006-2007 and to take any action as necessary.
6. To adopt the budget estimate for the Community Development Block Grant, appropriate the City's share and the Reprogrammed Funds of the Community Development Operating Budget for fiscal year 2006-2007 and to take any action as necessary.
7. To adopt the budget estimate for the Pine Lake Challenge Course Fund for fiscal year 2006-2007 and to take any action as necessary.
8. To adopt the budget estimate for the Internal Service Fund which includes Self Insured Workers' Compensation Funds and the Health Benefits Fund for fiscal year 2006-2007 and to take any action as necessary.
9. To adopt the budget estimate for the School Lunch Program for fiscal year 2006-2007 and to take any action as necessary.
10. To adopt a single installment tax payment for motor vehicles in the 2006-2007 fiscal year payable July 1, 2006 and to take any action necessary.
11. To adopt a single installment tax payment for property tax based on an assessment of \$100 or less payable July 1, 2006 and two installments based on an assessment greater than \$100 payable on July 1, 2006 and January 1, 2007 and to take any necessary action.
12. 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 7:03 p.m.

**2. To adopt the General Fund Estimated Operating Budget for the City of Bristol for fiscal year 2006-2007 and to take any necessary action.**

Commissioner Dunlap made a motion seconded by Commissioner Ziogas.

“To adopt the General Fund budget estimate for fiscal year 2006-2007 totaling \$157,650,645 as presented by Chairman Miecznikowski and have the budget advertised in a local newspaper and recommend approval of this action to a Joint Meeting of the City Council and Board of Finance subject to the call of the Mayor on or before May 15, 2006.”

Commissioner Erling asked Public Works Director Walter Veselka to explain the new initiatives Public Works is seeking funding for and explain more thoroughly the programs.

Walter explained there are two different items to discuss. The first item is the yard waste program, which an additional truck is requested because of the expansion of the program and the need for an automated truck for pick up. The truck is more expensive than trucks in the past because the body will be low enough to collect leaves. If the modification is not made the City will need a small fleet of packer trucks for the yard waste collection. The main goal is to have all the routes automated which includes recycling, solid waste and yard waste and one type of truck would be used for all the routes.

The second item is a two part recycling initiative. The first part would involve collecting paper goods and cardboard separate while the other recyclables would be collected by a regular truck. The paper goods would then be taken to the current recycling facility in Berlin. The second part would be to have the commingle recycles collected and taken to Worcester. This part of the initiative would not take place until Spring of 2007.

The City needs the recycling tonnage to go up and solid waste tonnage to go down for a cost savings. Recycling tonnage is going down about a half a ton a month and solid waste is going up three tons a month. Commissioner Smith asked what the cost

difference is between recycling tonnage and solid waste tonnage. Walter stated it is \$32 per ton with recycling being less.

Commissioner Ziogas motioned to amend the current amount of the budget to take out the truck and barrels seconded by Commissioner Messier.

Discussion was held on the best way to discuss all the items without having to amend the motion for each item in question.

Commissioner Ziogas withdrew his motion seconded by Commissioner Messier.

Jonathan Rosenthal, Executive Director, Bristol Development Authority, stated the Board requested additional information from him as a result of last Wednesday's meeting. Jonathan was able to prepare the information and present it to the BDA board last night. This Board requested information if the City share of \$49,500 was not approved what programs would be cut. The BDA Board did not indicate where they would like to take the cut from and it is completely in the nine member board's discretion. The top three salaries in BDA are carried by the City, including benefits. This fiscal year 05-06, CDBG funded 93% of the Administrative Staff and Rehab Staff salaries along with 93% of medical insurance. The remaining 7% was the City Share. Other benefits were covered 100% by CDBG.

Commissioner Soucy asked if the federal government continues to cut the programs as they have done for the past two years, it would seem there are two choices either the City eats the cut or the budget has to be looked at as in this case and cut programs. The cost of staffing increases percentage wise to the number of programs offered. The programs are pretty important so either the cut is eaten or somebody has to look at reducing the staff, not this Board however. If you keep reducing programs and keep the same staff, the same amount of people are providing less programs. There comes a point where the cut is unbearable, but \$49,895 seems ok.

There have been issues in the past and there will be more problems arising if the City does not increase their share. Grant funded employees are performing work for the City free of charge, for example an Economic Development Secretary for years. The City has never had to pay for a secretary for Jonathan because it was covered under CDBG and she does quite a bit of City work. Discussion was held on the jobs which are covered by CDBG funding and the persons duties.

Mayor Stortz stated this year's cut is \$49,000 but last year there was a cut and next year there will be one and where do you stop. The programs are good, but when do you stop the cuts. The same time the funding is coming down and the staff costs are going up, wages and benefits. Commissioner Ziogas stated he would like to do it next year. The point being he agrees with his analysis, year by year there is less money but more obligations on our part, but thinks to abruptly come to this conclusion now is not right, but would be better to implement this into the City by putting them on notice that this is the last year things will be this way and change things next year.

The Mayor stated that the Board needs to start acting like a Board 12 months of the year, not just two. If this is an issue let's bring it up in July or September, not just during the budget. Chairman Ziogas suggested this Board will take on a little more work and analysis over the year, keep the budget money in place for the short time and then make a decision with better information this time next year. Mayor Stortz stated that was a good recommendation.

Mayor Stortz suggested even though the budget is not submitted in January the Board should be made aware of a level of funding we are receiving. In January the dollar amount is received and by May 15 an application must be submitted stating how the funds will be used, and the program year for those funds begins July 1. Commissioner Soucy stated it would be great to know the number in advance but if the Board doesn't know the situation of the rest of the budget there isn't really anything that can be done. It would be like saying thanks for telling us Jonathan but nothing can be done to April, which isn't fair to Jonathan or the Board because the same that happened this year would happen. I would like to know about it in January, but I hope there is something that can be done in February.

Commissioner Messier questioned the \$220,000 reduction in the Fire Department overtime. David Bernagel stated the Fire Department requested \$1,367,088 and it is recommended at \$1,140,000, a total reduction this year of \$227,088. The line is running over this year is due to vacancies in the department relating to sickness and retirements. The salary line item is based on full staff, not with any floaters added. The floater analysis is going to be revisited. Mayor Stortz stated part of the rationale for cutting the overtime was based on actual numbers over the past few years fluctuating significantly. The Mayor feels the overtime needs to be monitored and controlled. Commissioner Smith stated he is not opposed to cutting it, but is it doable. Mayor Stortz stated whatever amount the line item ends up at the Fire Department and Chief Pose are going to analyze the amount.

Mayor Stortz asked if there were any other overtime accounts which are significantly over budget and how will those accounts be funded. Glenn stated normally Police and Fire are the two largest overtime accounts. If the accounts go over they are funded from transfers within the department first, then from the Contingency.

Commissioner Smith stated the Community Promotions budget was cut by \$20,000, will the \$50,000 budget be enough to do what the committee wants to do when \$70,000 barely covered what wanted to be done this year. Councilwoman Zoppo spoke about the committee and its benefits to the City requesting the Board reconsider reducing this committee's funding. The recycling which has been talked about tonight received a grant through this committee to go into every school, the library and Imagine Nation for the trash and treasure program reaching out to hundreds of kids and parents for only \$1,000. Each child received a recycling pencil and deputy recycling card, and was told to go home and make sure their parents recycled. The grand opening for the Library was funded, because nothing was going to be done. The car show which brought thousands of people to downtown Bristol last year received a grant from the committee. Ellen would like to ask the Board to really think about it, when a group of people like this

committee are working together and have documented results, at least give another year.

Chairman Miecznikowski asked what program would be hurt with the \$20,000 cut. Ellen stated the Mum Festival, the committee can not justify spending one third of the operating budget in the first quarter. The Mum Festival is a 45 year old festival and the City has funded the parade component for years. Some groups have been very upset because they have not received funding; there are specific criteria which has to be met and a review process to receive a grant.

The committee has implemented a strategic planning process because groups coming at the end of the fiscal year in May will be turned away if there aren't any funds left. The committee has held off on planned initiatives until the fourth quarter. A website initiative which is going to bind together all of the museums in the City, on the City website and the chamber website is in the works. Also, a professional ad, which is a collaborative effort with Lake Compounce to provide options when visitors come to Bristol letting people know there is more to do in Bristol than just the Water Park.

Commissioner Smith brought up the Board of Education's budget to discuss because their budget was reduced by 1.3 million with \$300,000 in reductions because of insurance, leaving the BOE with a \$1 million cut. Chairman Miecznikowski explained by May 15 the legislative will settle and the City may receive a figure of about \$600,000 in additional funding. Also, ECS funding may be increased by 1%. Commissioner Smith requested if the City receives additional money, the money should go back to education. There may be extra funding, but the Board is not going to promise the money to anyone at this point. Commissioner Ziogas stated if the Board takes something away and the City and receive extra they should give it back to Education. Mayor Stortz commented, the Board of Education was spoken to and can work with a million dollar cut.

Mayor Stortz asked if the scenarios have been worked out if different items are increased or decreased, how the mill rate is affected. Glenn stated yes, there is a spreadsheet here to figure out the different scenarios. The items up for discussion include the \$51,250 for the barrels which affects the mill rate, \$235,000 for a Public Works truck which doesn't affect the mill rate because it is taken out of the \$800,000 plan out of current revenues, \$49,895 for CDBG funding affects the mill rate and the Fire Department overtime does affect the mill rate.

Commissioner Dunlap rescinded his motion seconded by Commissioner Ziogas.

Mayor Stortz made a motion to vote on the items in question seconded by Commissioner Smith.

To leave the \$235,000 truck in the budget.

Commissioner Ziogas No  
Commissioner Messier No  
Commissioner Smith Yes

Commissioner Dunlap Yes  
Commissioner Erling Yes  
Commissioner Capers Yes

Commissioner Soucy Yes  
Mayor Stortz Yes

Chairman Miecznikowski Yes

Motion passed. Yes- 7 No- 2

To purchase the \$51,250 recycling barrels

Commissioner Ziogas No  
Commissioner Messier No  
Commissioner Smith No  
Commissioner Soucy Yes  
Mayor Stortz Yes

Commissioner Dunlap No  
Commissioner Erling No  
Commissioner Capers Yes  
Chairman Miecznikowski No

Motion defeated. Yes- 3 No- 6

To keep the \$49,895 City Share CDBG money in the budget.

Commissioner Ziogas Yes  
Commissioner Messier Yes  
Commissioner Smith Yes  
Commissioner Soucy Yes  
Mayor Stortz No

Commissioner Dunlap No  
Commissioner Erling No  
Commissioner Capers No  
Chairman Miecznikowski No

Motion defeated. Yes- 4 No- 5

To add \$20,000 to the Community Promotions budget.

Commissioner Ziogas Yes  
Commissioner Messier Yes  
Commissioner Smith Yes  
Commissioner Soucy Yes  
Mayor Stortz Yes

Commissioner Dunlap Yes  
Commissioner Erling Yes  
Commissioner Capers Yes  
Chairman Miecznikowski Yes

Motion passed. Yes- 9 No- 0

To leave the cut in the Fire Department overtime.

Commissioner Ziogas Yes  
Commissioner Messier Yes  
Commissioner Smith Yes  
Commissioner Soucy Yes  
Mayor Stortz Yes

Commissioner Dunlap Yes  
Commissioner Erling Yes  
Commissioner Capers Yes  
Chairman Miecznikowski Yes

Motion passed. Yes- 9 No- 0

Dave Bertnagel declared the new bottom line budget was \$157,569,500, which is approximately \$80,000 less than the original proposed and a 34.31 mill rate reflecting a .98 mill increase.

Mayor Stortz pointed out the option still exists at the Joint Board meeting to make adjustments if there is additional information available such as legislative funding.

Commissioner Dunlap made a motion seconded by Commissioner Smith.

"To adopt the General Fund budget estimate for fiscal year 2006-2007 totaling \$157,569,500 as presented by Chairman Miecznikowski and have the budget advertised in a local newspaper and recommend approval of this action to a Joint Meeting of the City Council and Board of Finance subject to the call of the Mayor on or before May 15, 2006."

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

3. **To adopt the budget estimate for the Bristol Water Department Enterprise Fund for fiscal year 2006-2007 and to take any action as necessary.**

Commissioner Ziogas made a motion seconded by Commissioner Smith.

"To adopt the budget estimate for the Bristol Water Department Enterprise Fund for fiscal year 2006-2007 totaling \$6,475,800 and recommend approval of this action to a Joint Meeting of the City Council and Board of Finance subject to the call of the Mayor on or before May 15, 2006."

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

4. **To adopt the budget estimate for the Solid Waste Disposal Fund for fiscal year 2006-2007 and to take any necessary action.**

Commissioner Capers made a motion seconded by Commissioner Dunlap.

"To adopt the budget estimate for the Solid Waste Disposal Fund for fiscal year 2006-2007 totaling \$3,124,700 and recommend approval of this action to a Joint Meeting of the City Council and Board of Finance subject to the call of the Mayor on or before May 15, 2006."

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

5. **To adopt the budget estimate for the Sewer Operating and Assessment Fund for fiscal year 2006-2007 and to take any action as necessary.**

Commissioner Messier made a motion seconded by Mayor Stortz.

"To adopt the budget estimate for the Sewer and Operating Assessment Fund for fiscal year 2006-2007 totaling \$4,749,300 and recommend approval of this action to a Joint Meeting of the City Council and Board of Finance subject to the call of the Mayor on or before May 15, 2006."

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

6. **To adopt the budget estimate for the Community Development Block Grant, appropriate the City's share and the Reprogrammed Funds of the Community Development Operating Budget for fiscal year 2006-2007 and to take any action as necessary.**

Commissioner Smith made a motion seconded by Commissioner Dunlap.

"To adopt the budget estimate for the Community Development Block Grant for fiscal year 2006-2007 totaling \$614,678; appropriate \$26,255 in Reprogrammed Funds and \$321,460 to the Bristol Development Authority as the City share transferred from the General Fund and recommend approval of this action to a Joint Meeting of the City Council and Board of Finance subject to the call of the Mayor on or before May 15, 2006."

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

7. **To adopt the budget estimate for the Pine Lake Challenge Course Fund for fiscal year 2006-2007 and to take any action as necessary.**

Commissioner Erling made a motion seconded by Commissioner Dunlap.

"To adopt the budget estimate for the Pine Lake Challenge Course Fund for fiscal year 2006-2007 totaling \$181,310 and recommend approval of this action to a Joint Meeting of the City Council and Board of Finance subject to the call of the Mayor on or before May 15, 2006."

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

8. **To adopt the budget estimate for the Internal Service Fund which includes Self Insured Workers' Compensation Funds and the Health Benefits Fund for fiscal year 2006-2007 and to take any action as necessary.**

Commissioner Soucy made a motion seconded by Commissioner Smith.

“To adopt the budget estimate for the Internal Service Fund for fiscal year 2006-2007 totaling \$24,360,000; \$1,830,000 for the New Self Insured Workers’ Compensation Fund; \$90,000 for the Old Self Insured Workers’ Compensation Fund; \$ 22,440,000 for the Health Benefits Fund and recommend approval of this action to a Joint Meeting of the City Council and Board of Finance subject to the call of the Mayor on or before May 15, 2006.”

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

- 9. To adopt the budget estimate for the School Lunch Program for fiscal year 2006-2007 and to take any action as necessary.**

Mayor Stortz made a motion seconded by Commissioner Dunlap.

“To adopt the budget estimate for the School Lunch Program for fiscal year 2006-2007 totaling \$2,802,595 and recommend approval of this action to a Joint Meeting of the City Council and Board of Finance subject to the call of the Mayor on or before May 15, 2006.”

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

- 10. To adopt a single installment tax payment for motor vehicles in the 2006-2007 fiscal year payable July 1, 2006 and to take any action necessary.**

Commissioner Dunlap made a motion seconded by Commissioner Erling.

“In accordance with provision of Section 12-144a of the Connecticut General Statutes, 1965 revision, the City adopts a single installment tax payment for motor vehicles in the 2006-2007 fiscal year to be payable July 1, 2006 and recommend approval of this action to a Joint Meeting of the City Council and Board of Finance subject to the call of the Mayor on or before May 15, 2006.”

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

Mayor Stortz requested since this is done every year the same thing, a change should be made to move this item to the beginning of the agenda.

- 11. To adopt a single installment tax payment for property tax based on an assessment of \$100 or less payable July 1, 2006 and two installments based on an assessment greater than \$100 payable on July 1, 2006 and January 1, 2007 and to take any necessary action.**

Commissioner Ziogas made a motion seconded by Mayor Stortz.

“To adopt a single installment tax payment for property tax due in an amount of \$100 or less payable July 1, 2006 and two installments based on a property tax due in an amount greater than \$100 payable on July 1, 2006 and January 1, 2007 and recommend approval of this action to a Joint Meeting of the City Council and Board of Finance subject to the call of the Mayor on or before May 15, 2006.”

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

## 12. Adjournment.

Commissioner Dunlap made a motion seconded by Commissioner Smith.

“to adjourn at 8:58 p.m.”

Chairman Miecznikowski thanked Glenn and his staff, the Mayor and fellow Board members for all the hard work done during the budget season, it's always a pleasure working with everyone.

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

Attest:

A handwritten signature in black ink, appearing to read "Glenn S. Klocko". The signature is fluid and cursive, with a large, sweeping flourish at the end.

Glenn S. Klocko  
Board of Finance Clerk