

Town of Southington
Board of Finance
Wednesday, June 13, 2012

STENOGRAPHER'S NOTE: The Minutes are now being prepared in summary style. Please refer to the audio or videotape for more details.

Appropriations from Contingency Account:

Approved to date.....	\$465,332
Approved this meeting.....	<u>0</u>
Total Appropriations.....	\$465,332

Appropriations with Revenue Offsets:

Approved to date.....	\$505,563
Approved this meeting.....	<u>55,376</u>
Total Appropriations.....	\$560,939

Chairman John Leary, called the Regular Meeting of the Town of Southington Board of Finance to order at 7:00 p.m. in the Council Chambers of the Town Hall with the following members in attendance:

Anthony Casale, Jr., Sandra Feld, Joseph Labieniec, Edward Pocock, Jr. & Wayne Stanforth

A quorum was determined.

Also in attendance: Emilia Portelinha, Finance Director
Mark J. Sciota, Deputy Town Manager/Town Attorney*
Garry Brumback, Town Manager

(*Left where noted in the Minutes)

The Pledge of Allegiance to the American Flag was recited by everyone in attendance.

JOHN LEARY, CHAIR, Presiding:

III. Public Hearing Items

1. Ordinance appropriating \$960,000 for costs related to various improvements to athletic facilities at Southington High School consisting of the excavation of the current football field and

installation of synthetic turf, the resurfacing of the existing 400 meter track and the installation of a drainage system, and authorizing the issue of \$960,000 bonds and notes to finance said appropriation.

The Chair made opening remarks. We are having a public hearing on this issue and it has already been decided. Our Town Council has already approved the turf in an 8 to 0 vote with all members voting in favor. What's happening now is it is coming to the BOF in the amount of \$960,000 and what's going to be discussed in the public hearing and then acted on is the BOF is being asked to approve a bond ordinance in the amount of \$960,000 (Item 2 under Manager's Memos).

With regard to our work tonight, it isn't to decide whether we want to have turf or we don't but our work is to look closely at the cost and looking at the financing end. How will we pay for this? Are we sure the costs are accurate? Are there any hidden costs we should be aware of that we're not aware of? What does this mean to the taxpayers? What does this mean to priorities that were already in the pipeline before this came up?

Let's open it now to public hearing and we'll ask you to limit your comments to this \$960,000 appropriation for artificial turf.

Mike DeFeo, 159 South Borough Road. Gave a quick review of the presentation he had provided to everyone via email on Sunday. He went through the history of the committee's work beginning in November of 2011. On March 12th we presented to the Council the findings I shared with you on Sunday night.

We have two tasks the Town Council asked us to do: get the partnership with the Board of Education and get three estimates from the companies we were working with. We did that. The presentation to the BOE was on March 22nd and we got all votes except for one in favor to move the project forward.

As to the three estimates: they were: \$889,000, \$882,000 and \$880,000. Those are just estimates.

I presented those finding to the Council on May 14th. On May 29th the Council had a public hearing resulting in a 9 to 0 vote to move the turf field forward.

I want to note that the winner of the RFP also handles the drainage. If you look at the football field, currently it's kind of wavy and not level. And, there are a lot of water pockets and I think that once the RFP is accepted and moving forward with the project, you'll see the drainage improve. They are going to change all the drainage under the football field and hook up to the town system.

The borings will be done tomorrow (June 14th). We'll have a general idea of what the soil content is going o be. That's the only hidden cost that's out there --- to see what the soil is like. That

will determine the stone that'll be brought in above and beyond what has been stated earlier.

The standard warranty is 8 years. There is a company out there that is going to go 8 years on the foundation. That's the base and to me that's most important.

You can get an extended warranty. We should negotiate that with the RFP winner and then we can negotiate the maintenance contract along with that. And, we are being told you don't have to start paying for that program until year 6 of the program.

The maintenance runs around \$2500 to \$4000 a year pending on the maintenance we need. We'll know that when the RFP comes back. One company out there, if we go with their maintenance program, they'll extend the warranty at the other end.

The equipment, in the RFP it does cover the groomer and the sweeper.

I'll be here all evening to answer questions.

Mr. DeFeo said the first fundraiser will be a golf outing and the proceeds will go towards the turf field. The fundraising funds will go towards the replacement of the turf.

Brian Goralski, 80 Buckland Street, Chairman of the BOE. I'm excited now to see this item before you and one of the items I'm most excited about is the utilization.

We're so proud of the high school. Explained the uses that go on at the high school. That football field is used now only about a dozen times a year for events. It is the biggest seating venue in the town. It troubles me as a BOE member and a citizen. Tonight, with your understanding of the financial improvements that come along with this package I think we are going to see the biggest venue in Southington have far greater utilization.

I'd like to think of it as a community athletic complex/community athletic fields. It will always be Fontana Field and it should not be known as the football field, it should be known as an athletic complex. Many youth sports around town can now have a true Southington complex.

You are aware of the findings and are up on some of the financial aspects of this proposal. At the end of the day, you look at how to be responsible with the expenses of the Town of Southington. Currently we great deal of money on a property that is used a dozen times a year. With this expense and the plan in front of you from the advisory committee, it is not only a plan to replace that field but if managed properly it is an avenue to create revenue to enhance the facility. The Southington athletic complex will be far better than it is today. It will serve the community and grow.

You will see the community aspect of this when you see Mr. Swallow and Mr. Lepreay stand together. Explained.

Thank you for your time and I think it's time we started investing our money more wisely and this is one avenue to that.

Eric Swallow, Athletic Director, read a prepared statement in favor of the artificial turf at the high school. (Submitted)

Anne Marie Connaty, Mount Vernon Road. I'm not for or against it. Gave her experience with soccer for the past 20 years.

We'll see if there is cooperation in the future on the use of the field.

Our Charter says anything that goes over \$1 million should go to referendum. If they want \$960,000, if it should go over \$1 million I feel strongly they need to do their own fundraising for it and not another penny of taxpayer money be allocated for this project.

Discussion.

What happens if you vote on \$960,000 and before the project starts with the boring results it is going to go over \$1 million, does it then go to referendum for the taxpayers to vote on?

I believe they get \$960,000 and any penny over \$1 million, they raise themselves. That's just my opinion.

Arthur Cyr, 103 Berlin Avenue. I will stick to financial aspects of the field. A couple of concerns:

- Citizens come up and talk and we have no idea of how any of you six or anybody in town is planning on funding this. Is it being taken out of reserves? Some out of this year's budget and next year's budget for cash? Is the whole amount of some part of it being bonded? It's easier if we have an idea of where this town is going. We have heard nothing.

Discussion.

The Chair explained the ordinance is appropriating the money and bonds and notes to finance it. It is the authorization to bond that is in front of us. And, that's what we will be voting on later tonight. Once we have the authorization to bond, that is a choice. We can do a lot of things as far as funding.

Discussion.

Mr. Cyr stated: no fundraising, no use cash? All in bonds?
Discussion.

Spoke about the borings being done.

This comes up after the town and BOE budget has been approved.
Discussion.

Nobody mentioned the savings we'll realize in this year's budget and possible money from the BOE budget for this coming year.

Discussion.

When you have money in the budget for Fontana Field, where is that money going? I hope sometime this month we hear that.

Patricia Hackett, Dawn Lane. It's unclear to me what is included in this \$960,000. My understanding is there are things that cannot be done on a turf field without additional equipment being purchased or rented.

For example: several items need to be purchased for maintenance of the field and something to pick up the metallic items left on the field. Some towns have picked up entire coffee cans full of bobby pins. They have to go to over the field after events with a device that goes back and forth. We have to pay a person to do it and we have to buy the machine. The rake, the sweeper, the sprayer to disinfect the field, are all of those included in the cost?

Special chairs for graduation are required: sled chairs. We would need to rent or purchase them. We need to rent the needed plywood and tarps to cover the field for graduation would be about \$15,000/year. Is that included?

Thank you.

John Miller, 214 Mountain Pond Road. I'm the President of the Southington Backers and I speak in favor of the artificial turf field.
Discussion.

Mike Drury, Head Football Coach at SHS. Spoke strongly in favor of the artificial turf field.

Hearing no further comment, the Chair closed the public hearing portion of the meeting.

The Chair asked for unanimous consent to move Manager Memo, Item 2, which is the bond ordinance for \$960,000 to the next agenda item. And, after that we'll take a brief recess to collect our thoughts.

Mr. Stanforth made a motion to approve the moving of that item. Mr. Pocock seconded. Motion passed unanimously on a voice vote.

2. Manager's Memos

- 2. Bond Ordinance \$960,000 See Public Hearing Item #1**

Mr. Stanforth made a motion to approve the item as presented. Mr. Casale seconded for discussion.

The Chair advised the board does not want to move forward on this until we know the hidden cost. We have to know more about this.

Mr. Labieniec noted the cost is close to the \$1 million mark. If this passes and we break ground and midway through the project we incur additional costs that put it over \$1 million, what do we do then?

Attorney Sciota advised the Council has several options. The first one is to pull back and reassess and go out to referendum. The second option is to do value engineering which means you do not do something that you originally planned to do or do it in a different way to bring it below the \$1 million. The third option is you hold off on a part of the project and put it in next year's budget and finally you would scrub the project altogether.

Ms. Feld said we have already passed a budget. This item was not in the budget. How can we now have a new item added into a budget that's already been passed? Attorney Sciota said it would be July 1, 2013. You pull something out and do it in the following budget cycle.
Discussion.

Mr. Casale stated upon research he had a report from R K White Associates: . . . in conclusion all bleachers inspected are in structurally sound condition and adequate for their intended use. That's one question answered.

He then asked about the contingency amount. I thought it was generally 10%. Mr. Brumback explained it varies project to project. This one is 5% of the construction cost which we based on the highest estimate and we feel that is adequate.

Discussion.

M. Casale asked about the possible videoing of the drainage pipe to insure it's quality not just on the field but farther down to make sure we're not running into something where we'll install the drainage and have it back up on us. Mr. Brumback confirmed that is correct.

Jim Grappone, Acting Town Engineer, displayed a map which shows the outline of the project. Explained the map limits.

He explained it will be about 3 acres of disturbance. He pointed out the existing drainage. In our due diligence, staff has been out to evaluate and uncovered the structures that were there and made an evaluation from the surface and determined the existing drainage is in pretty good shape. The areas considered for videoing were within the

limits. He explained the underdrain system proposed running north to south and branches east and west.

Discussion.

Extensive explanation of the drainage system area by Mr. Grappone.

As to the borings, due to the 1.5 day of rain, the field is spongy at this point. There is a big concern going on the field tomorrow with graduation being on Tuesday. We decided to postpone to Friday.

Further discussion and questions on the drainage system pipes in the area.

Clarification questions on the warranty and the maintenance program contract.

Contingency amount was discussed.

Mr. Stanforth noted that all the equipment that goes into grooming and maintaining the field is included in the RFP.

Discussion.

The Chair asked about the bidding in general and the quality and the price, in typical bidding you go with the lowest qualified vendor. How do you know that relationship between the price and the quality? Who makes the choice and what is it based on?

Attorney Sciota responded the choice is made by the Town Council. The obligation of the staff is to give the Council all the information. In this case, the bids will be opened on June 28th, immediately the engineering department and my office working very closely with the committee who did a lot of work on the bids.

How we figure out the quality of the contractor, we do due diligence. Explained the procedure for this.

It is the lowest responsible bidder so the obligation is going to be on the person who submits the RFQ/RFP to put in there what kind of company they are, how long in business, how many fields they've done and their references.

Discussion.

The RFP/RFQ content was discussed. There is a pre-bid meeting for all those folks interested in possibly submitting proposal to have an opportunity to be briefed by staff and ask any questions to clarify the specifications. They are required to come to the meeting on June 20th and otherwise they are not allowed to bid on the project.

Discussion.

Discussion of the size and lining of the field.

Discussion of whether or not to wait for the boring samples to come in. Best and worst case scenarios were discussed.

Mr. Casale submitted an option for financing for the board to consider.

The Chair called for a recess at this time.

(Whereupon, the meeting was recessed at 7:59 o'clock, p.m.)

(Whereupon, the meeting was resumed at 8:04 o'clock, p.m.)

JOHN LEARY, resuming the Chair:

The Chair noted there is a motion and a second on the floor for approval of this item.

After a little discussion, the motion passed 6 to 0 on a roll call vote.

(Attorney Sciota left the meeting.)

IV. Old Business

1. Approval of Minutes from the meeting of May 16, 2012.

Ms. Feld so moved the motion for approval. Mr. Labieniec seconded. Motion passed on a majority voice vote with Chairman Leary abstaining.

2. Approval of the Minutes from the May 29, 2012 special meeting.

Mr. Labieniec made a motion to approve. Mr. Pocock seconded. Motion passed unanimously on a voice vote.

3. Transfer \$3,508 Calendar House - Temporary/Seasonal Wages (Tabled 5/16/2012)

Mr. Brumback noted the significantly more detailed letter provided by the Calendar House.

Mr. Stanforth made a motion to take it off the table. Mr. Labieniec seconded. Motion passed unanimously on a voice vote.

Mr. Brumback explained this for wages for a number of additional classes requested by senior citizens and also wages for an individual willing to do interior/exterior painting. In addition, there was a 25% decrease in the amount of matching grant funds awarded and a

significant increase in demand for day to day transportation. Part time drivers' wages previously covered by special revenue funds had to be supplemented from temporary/seasonal wages.

Mr. Pocock said he has just about had it with the storms. I believe we all have had. It has been a very logical excuse to get money. I want to bring out on this and I make it clear for the public I was not the part time bus driver, I think there has to be a sit down committee through the Chair to the Town Manager on CERT. A lot of lack of cooperation there. It's great. When they're there, they need to take care of the maintenance of the bathrooms if we're going to use that or any other facility. We need to know what their policies and procedures are. If they're not going to do that, we have to look at a custodial company.

Discussion.

I'll abstain on this vote.

Mr. Casale made a motion to approve. Mr. Stanforth seconded. Motion passed on a majority voice vote with Mr. Pocock abstaining.

4. Transfer \$2,500 (Reduce to \$1,100) Sylvia Bradley - Utilities (Not approved 5/16/2012)

Mr. Brumback explained this is back before you. We have done additional work on this. Emilia's folks did. Recapped it. Mr. DeMauro's estimate was significantly higher than it needed to be.

He does have a need to have \$1,100 to pay his final bills.

Mr. Pocock made a motion to approve the \$1,100. Mr. Casale seconded.

Mr. Pocock noted the discrepancy. They are going to have to pay attention to what they're apply for and what they need. I appreciate the due diligence in correcting the problem.

The fuel oil was discussed.

The Town's agreement with the Historical Society as far as who pays for what was discussed in response to a comment by Mr. Stanforth.

Discussion about paying the telephone bill ensued.

A policy should be developed in the future on all of these questions as to who pays for what and what each party is responsible for.

Motion passed unanimously on a voice vote.

V. Assess current financial state of the town**1. Review revenue vs budget**

Ms. Portelinha reported looking at current property tax revenue; I am inclined to think we are going to see a budget increase over what we had anticipated. I believe we'll be in the \$200,000 range.

Prior year's tax we are about \$440,000 over budget.

Interest on taxes, \$175,000 I am projecting to the end of the year obviously.

If we look at the building permits, I believe we are going to be about \$50,000 under budget with that.

The interest on investments, I believe we are going to be about \$135,000 under budget on that.

Looking at the grants, there is the public health emergency grant that we have been anticipating that probably will not come to fruition at this point. We haven't heard they've moved. It was supposed to be about \$25,000. That's money we are not going to be receiving.

LOCIP we will be receiving the full amount. We spend and then we request from the state reimbursement. We book it as a receivable at the end of the year.

Our ECS money, we've gotten in entirety and we're assuming \$2,000 over budget on that.

Municipal Revenue Sharing, we have three of the four payments from that state. If our fourth payment is equal to the first three, we'll be getting another \$164,000 +/-, so that account will be about \$50,000 in the black.

Town Clerk's fees have rallied. I believe that we are almost \$93,000 short at this point. It's very feasible we will get that in June and we'll come in on target with that.

Recreation department, I believe we'll be about \$25,000 short on that.

You all know about the VOAG tuition. We'll be about \$75,000 short on that. We're sort of offsetting it with the increase in the ECS money.

We still have to get \$50,000 from the Apple Festival revenue.

If you look at the overall budget as it stands now, I believe that we are a little over \$700,000 in the black. When you reduce the \$375,000 we won't be using of fund balance, we'll be looking at about \$350,000 surplus in the revenues.

2. Review expenses vs budget

Ms. Emilia noted we still have to spend after the May 31st, we have \$15.5 million, let's say, that's not encumbered. Of that amount about \$10 million is BOE, so we know that will be spent down leaving us approximately \$5 million +.

Based on conversations with the departments, I feel that we will have some funds available that we can transfer at the next meeting.

Mr. Brumback added one of his recommendations for you all to consider is going to be to restore some of the cash in the road capital account in order to be sure we can do all of the projects that we're currently planning to do between now and the referendum.

The Chair asked if he would be prepared by the 25th of June to have a special meeting to discuss this. Mr. Brumback said he would be.

Ms. Portelinha concluded that with the exception of the money we'll be harvesting to indicate they'd be spending out the remainder of the funds, if the projects aren't completed, they'll be asking for carry forwards and we'll do that at the end of the year.

3. Discuss unplanned items that impact revenue or expenses

Mr. Brumback said the only one really unplanned is the digesters at the wastewater treatment plant have failed. And, we are now hauling the sewage out. That is a cost we weren't expecting to pay. That is a sewer fund cost.

Discussion.

Ms. Portelinha did not expect any large shortages in the department accounts.

4. Cash & Investment Review

The Chair noted that now we have our investment advisors and we have this case, how best do we get apprised of what we're doing regarding our investments and our cash position. For our next meeting could you suggest some types of reports, how often we should get them, and give us an understanding of what you can do for us and we'll talk about what we want and put it together.

Mr. Brumback said this was discussed in the committee. Our recommendation will be twofold: one is any time we're going to increase significantly the amount of money that we intend to invest, we want to talk to the investment committee and they'll report to the balance of the board. Quarterly, given the relatively stable nature

of things that we are available to invest in is probably how often you want to see that.

Discussion.

5. Sub Committee Reports (Emphasis on financial aspects)

A. Sewer Committee

Mr. Stanforth brought up the digesters. Moving the sludge seems to be working for Mr. DeGioia. The facilities plan update is a concern. The \$750,000 money that we're using to re-evaluate that whole plant. That has to be paid out of the general fund monies that have not been budgeted in this year's and next year's budget.

Mr. Brumback felt that cost could be spread over two if not three years and we are pursuing that and will come back with a recommendation.

Phosphorus is still the unknown that's out there. No handles on that, yet.

B. Public Works Committee

Ms. Feld reported on the June 6th meeting. Things that were finance related, Jim Grappone brought us up to date. The storm drainage maintenance on West Center will be finished within the next few weeks. The parking lot at the drive in is a problem but they'll be working on that as the grass never grew the way it was expected to. We may have to have that redone.

The big issue was the explanation of the town sidewalk program and the CIP discussion. The pavement people had recommended 5.5 million a year. That's reflected in the 11 million we'll see later in the agenda. A number of changes in the revised CIP which increase the plan by 9 million. Mr. Brumback added that was mostly the road stuff.

The turf is in there, too. Queen Street Pump Station and we expanded some of the roads added Mr. Brumback.

Ms. Feld noted that not in there but was expected was School Street. Mr. Brumback explained why it was not in the first two years but it is in the entire plan.

Discussion.

Ms. Feld informed everyone the scanners are still not working and a decision hasn't been made on whether or not to replace them.

The town sidewalk reimbursement plan requested by the Chair had a definition given with the figures.

Mr. Grappone clarified the plan is a 60/40 reimbursement program. Right now we reimburse \$6 sf for concrete sidewalks; \$30 lf is for the

concrete curb. It is \$1.20 sf for bituminous sidewalk which are grandfathered in.

C. Education Capital Building Committee

Mr. Pocock had nothing to report.

D. Open Space Committee

Mr. Pocock had nothing to report.

E. Self Insurance Committee

Mr. Labieniec reported it is still running steady. April was above budget by approximately \$120,000 which puts us for the year \$357,000 over budget which is within 2% of the budget. We'll monitor that.

F. Blue Ribbon Parks Committee

The Chair advised a survey report was given and it was published in the paper and it gave some recommendations to the Council regarding parks. At this moment, I don't have a handle on any costs that should be brought before this board.

G. Other Committees

The Chair said we have to begin to keep our eye on the Gura building as it may have a financial aspect to it.

7. Board Communications

Ms. Feld noted the investment committee met just before our last meeting and I don't think the rest of the board got the report. Ms. Portelinha said she would forward that information to the board. Basically, we are invested with multibank securities, approximately \$3 million. An average interest income of approximately 1.1 %. We're investing basically in the CDs up to the \$250,000 FDIC limit as we're allowed for out of state banks. We have a CD that goes six months to five years.

Discussion.

Mr. Brumback clarified that 1.1% is three times what we were getting and still are in some areas. This board made a good call to start working on investments. It's paying off. That is net of the fee.

Discussion

The Chair asked if we have a cash flow chart so we know when we are short in cash and when we are long in cash. Ms. Portelinha

explained she did. We are very familiar with the cash needs of the town and the different projects we're doing.

The Chair pointed out that the position approved, the new hire approved in the budget, will focus a portion of their time looking at this cash flow position and making sure all idle cash is invested without leaving us short of cash for critical items we need to pay.

Mr. Casale asked for an update on North Center School. Mr. Brumback said it is moving along. The environmental issues are now being resolved. They'll give a tour to the Council Friday, the 22nd of June. If you would like a tour let me know and I'll set that up. We're planning the first departments to begin moving at the end of June. It will be a rolling move. BOE is moving the second or third week of July.

Discussion.

Mr. Stanforth brought up the money spent for Wood Resources for removal of storm debris that came out of the fund balance. Ms. Portelinha clarified it did not come out of the fund balance, yet. It was an emergency appropriation set up by the Council. We set up a separate fund to pay for those costs and we'll be using a FEMA grant to offset that.

Discussion.

Discussion of borrowing from the pool cash fund.

FEMA fund are expected in August or September added Mr. Brumback.

Special Meeting set up for June 26th, 2012 at 5:45 pm either at the fire department or police department community room. Staff will set it up and notify.

VI. Public Communications (Excluding Public Hearing Items)

Arthur Cyr, 103 Berlin Avenue. The transfer of \$3500 from Calendar House, we are all tired of hearing about the storm from every department in this town. We only had one storm and again you are looking for more in this line item. I can't wait to hear the detailed explanation and it better not be related to the October 29th storm.

Discussion.

At the Senior Citizens Commission meeting they talked about overtime and time clocks and all kinds of stuff. There needs to be a better explanation because in reading my Charter and Book of Ordinance, apparently the town has no operational control over the Calendar House but we do have financial control. If they can't get their finances in order, then you have the option of saying denied.

The Chair asked for unanimous consent to remove from the agenda Item 7 below and take it up at our next meeting. Everyone agreed.

VII. Review Long Range Plan and Priorities

1. **Review status of LRP items in current fiscal year budget**
 - A. **Status /Reprioritization**
2. **Strategy Discussion- CIP**
3. **Fontana Field - Artificial Turf**
4. **Bond Ordinances:**
 - A. **\$670,000 Highway Department Roof Replacement**
 - B. **\$675,000 Mount Vernon Road Reconstruction & Whitman Road Improvements**
 - C. **\$11,000,000 Design & Construction of Various Road & Bridge Improvements**

VIII. Conduct Administrative Business

1. **Consent Agenda**
 - A. Appropriation \$1,800 * Street lighting - Equipment Maintenance (Spec Rev)
 - B. Appropriation \$ 842 * Youth Services - STEPS Donation (Spec Rev)
 - C. Appropriation \$55,376 * Board of Education - Operations

Mr. Stanforth made a motion to approve which Mr. Pocock seconded. Motion passed unanimously on a voice vote.

2. **Manager's Memos**

1. Transfer \$3,000 Recreation Dept. - Regular Wages

Mr. Stanforth made a motion to approve. Mr. Labieniec seconded.

Ms. Feld stated an operational audit was discussed ages ago. Money was set aside for it. No consideration has been given to an operational audit in any particular department confirmed Mr. Brumback.

The Chair asked for a recommendation of what to do that money from Mr. Brumback for next meeting.

Motion passed unanimously on a voice vote.

2. Bond Ordinance \$960,000 See Public Hearing Item #1
 Acted on earlier in the agenda.

3. Transfer \$1,500 Elections - Utilities
 Transfer \$500 Elections - Contract Services

Mr. Stanforth made a motion to approve which Ms. Feld seconded. Motion passed unanimously on a voice vote.

4. Transfer \$1,100 Zoning Board of Appeals -
 Temp/Seasonal Wages
 Transfer \$2,300 Planning & Zoning Overtime

Mr. Stanforth made a motion to approve and Mr. Labieniec seconded.

Ms. Portelinha said this is for the employees to go to meetings as they get paid overtime. It is union employees in the department and they have had a couple of significant committees meeting after hours explained Mr. Brumback. That was not anticipated in last year's budget.

Motion passed unanimously on a voice vote.

5. Transfer \$5,000 (change to \$6,000) Fire Department
 - Gasoline

Ms. Portelinha said it should be \$6,000 - a typo. Mr. Stanforth made a motion to approve the \$6,000 transfer. Mr. Labieniec seconded. Motion passed unanimously on a voice vote.

6. Transfer \$1,500 Calendar House - Temp/Seasonal
 Wages
 Transfer \$1,500 Calendar House - Overtime
 Transfer \$9,200 Calendar House - Gasoline

Transfer \$4,602 Calendar House - Vehicle
Maintenance

Mr. Stanforth made a motion to approve and Mr. Labieniec seconded.

Mr. Pocock noted the 25% reduction in grants coming in. We're going to have to start looking at this for the next budget coming up. No buses paid for by the state, et cetera. We've been getting grants which have gone down and we're going to have to start thinking outside the box.

The Chair asked for a letter to be sent inviting them to our July meeting to bring in their plan. Mr. Brumback said absolutely they would do that.

Mr. Brumback further explained the \$4602 was a recommendation by him for vehicle maintenance to get them all inspected and services up on them while he has this money.

Discussion.

Ms. Feld questioned the overtime. Ms. Portelinha said he needed it for bus drivers and there was an event planned where staff had to assist with the program.

Discussion.

Mr. Brumback added the temp/seasonal was the instructor. Ms. Portelinha stated the bus driver comes out of this line, as well. Mr. Pocock said the association should be taking control in planning these events. We need to be creative. Volunteers may be used for a function like this.

Discussion.

Motion passed on a majority voice vote with Mr. Pocock abstaining.

7. Transfer \$1,200 Finance Department - Office
Supplies

Mr. Stanforth made a motion to approve which Mr. Pocock seconded.

Discussion on moving to all email and going paperless.

Motion passed unanimously on a voice vote.

8. Transfer \$5,800 Community Services - Building
Maintenance

Mr. Labieniec made a motion to approve which Mr. Pocock and Ms. Feld seconded.

Mr. Stanforth asked why is she looking for the money now.
Discussion.

Mr. Brumback explained she doesn't have this money in next year's budget.
Discussion.

Motion passed unanimously on a voice vote.

With unanimous consent, the BOF reverted back to the \$9,200 for gasoline for Calendar House. Mr. Pocock asked if that was the holdover for the new bus. Ms. Portelinha said this is gasoline money because of the 25% reduction in the grant. A lot of the grant money they used for bus drivers and they were paying for the gasoline for the program out of the grant. They're asking for it in the budget because they don't have it in the grant now.

Discussion.

- 9. Transfer \$2,600 Central Dispatch - Overtime Pay
- Transfer \$1,000 Central Dispatch - Regular Wages

Mr. Stanforth made a motion to approve. Mr. Pocock seconded.
Motion passed unanimously on a voice vote.

- 10. Transfer \$11,032 Police Dept. - Regular Wages
- Transfer \$29,185 Police Dept. - Gasoline

Mr. Casale made a motion to approve. Ms. Feld seconded. Motion passed unanimously on a voice vote.

- 11. Transfer \$24,000 Bulky Waste - Refuse/Recycling
- Transfer \$3,000 Parks Dept - Equipment
- Maintenance
- Transfer \$20,000 Bulky Waste - Overtime

Mr. Stanforth made a motion to approve which Mr. Pocock seconded.
Motion passed unanimously on a voice vote.

12. Transfer \$650 Town Council - Contracted
Services

Mr. Stanforth made a motion to approve. Mr. Casale seconded.

This is an employee assistance program. Pay as you go program and we had an unexpected use commented Mr. Brumback.

Motion passed unanimously on a voice vote.

13. Appropriation \$46,361* Barnes Museum Restoration Fund -
Barnes Roof Replacement

Mr. Casale made a motion to approve which Mr. Labieniec seconded.

Mr. Brumback said this is expected to be reimbursed when we get the money.

Motion passed unanimously on a voice vote.

14. Transfer \$660 Library - Temp/Seasonal
Transfer \$2,470 Library - Utilities

Mr. Labieniec made a motion to approve. Mr. Pocock seconded.
Motion passed unanimously on a voice vote.

15. Transfer \$1,900 Engineering - Gasoline
Transfer \$450 Engineering - Overtime

Mr. Casale made a motion to approve. Ms. Feld seconded.

Ms. Feld questioned the overtime. Mr. Brumback responded South End Road and Mt. Vernon Road. ARRA project close out.

Motion passed unanimously on a voice vote.

16. Transfer \$235 Sewer Fund - Sewer Office -
Overtime

Mr. Stanforth made a motion to approve and Mr. Casale seconded.
Motion passed unanimously on a voice vote.

Meeting Adjournment -

Mr. Casale made a motion to adjourn. Mr. Stanforth seconded. Motion passed unanimously on a voice vote.

(Whereupon, the meeting was adjourned at 9:12 o'clock, p.m.)