

**BOARD OF FINANCE
REGULAR MEETING
DECEMBER 19, 2016**

The Milford Board of Finance held its Regular Meeting on Monday, December 19, 2016, in Conference Room B of the Parsons Complex. Chairman Lema called the meeting to order at 6:32 p.m.

II. Roll Call

Board Members Present

Brian Lema, Chairman
Joseph J. Fitzpatrick, Jr.
Lauren Secondi
Joseph Castignoli

Also Present

Mayor Ben Blake
Peter Erodici, Finance Director

Excused: Mikel Montano

III. Consideration of Minutes of August 29, 2016

Mr. Castignoli and Ms. Secondi made and seconded a motion to approve the minutes of the Regular Meeting held August 29, 2016, as presented. Motion carried unanimously.

IV. Correspondence – Mr. Erodici reported he received a letter dated December 16, 2016 from Lisa Vaccino in support of the bonding for West Shore Middle School.

V. New Business

- A. Mr. Castignoli and Mr. Fitzpatrick made and seconded a motion to approve the 2017 Schedule of Regular Board of Finance meetings. Motion carried unanimously.
- B. Mr. Castignoli and Ms. Secondi made and seconded a motion to approve Consideration of An Ordinance appropriating \$23,697,929 For Various School Improvements And Authorizing The Issuance of \$23,697,929 Bonds Of The City To Meet Said appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose.

Mr. Fitzpatrick spoke regarding the letter from Ms. Vaccino concerning the media center. He asked about the implementation of the Learning Commons model.

Mayor Blake interjected and stated he wished to acknowledge those present which included Bill Silver, Silver Petrucelli Architects, Matthew Woods, Chairman, Permanent School Facilities Building Committee, along with Committee members Susan

Krushinsky (BOE) and Bob Nunno; and Paul Cavanna, Principal of West Shore Middle School as well as parents from the school, and Mr. Richetelli and Mr. Bradbury from Milford Public Schools.

Chairman Woods stated the building committee has been working on the West Shore Middle School project over the last week. He reported bids have been considered, but not awarded until the funding is in place. Chairman Woods explained the range of bids received, adding the low bidder is a qualified bidder. He stated the amount includes some add alternatives. He stated it was important to point out that the figure does not include furniture, fixtures and equipment (FF&E). Chairman Woods stated the total cost for the West Shore Middle School expansion/alterations is \$17,845,929, which figure includes the FF&E, as well as contingency and financing.

Mr. Castignoli asked if the roofs were being replaced.

Chairman Woods replied yes, pointing out that the roofs are over 20 years old.

Mr. Castignoli asked the size of the addition at West Shore.

Chairman Woods stated the expansion would add a net of 8,095 sq feet. He stated the school when completed would have 79,501 square feet when completed. He stated the size compares with Harborside and East Shore.

Mr. Fitzpatrick asked the total cost of the East Shore Middle School when completed.

Mayor Blake explained the three phases of the East Shore Middle School project.

Mr. Silver added the cost for Phase I of the project was \$12,000,000 and \$2,000,000 for Phase II and an additional \$500,000 to complete the project.

Chairman Woods pointed out the committee had included air conditioning, however, they were unable to do the air conditioning due to the costs. He explained the value cost engineering they have already done. He stated they are asking the Board to consider the financing in total.

Mr. Fitzpatrick referred back to the letter from Ms. Vaccino regarding the Learning Commons model.

Mr. Cavanna stated the media center would be a learning center for increment learning, research, etc. He stated they were looking to be in par with East Shore Middle School.

Mr. Fitzpatrick asked if any type of other programs such as the Harkness model.

Mr. Cavanna replied no, he was not aware of the program. He spoke of student center learning where the teacher is basically the facilitator. He stated a lot of the work is renovations.

Mayor Blake acknowledged Mr. Silver for an overview of the West Shore project.

Mr. Silver stated they would be preserving the play fields, adding parking along the property line, an expanded administrative area, adding stage, band, and chorus area, as well as heavy renovations to the media center. He stated the science wing was also being modernized, as well as adding a science classroom.

Mr. Castignoli asked if the addition is somewhat "chopped" up.

Mr. Silver explained the two areas being added.

Mr. Fitzpatrick asked about additional parking.

Mr. Silver stated they would be adding a few spaces, 15 in the rear and 9 in the front.

Mr. Fitzpatrick asked if the total amount included bonding as well as financing.

Mr. Erodici stated the figure includes the interest and short term notes. He stated all the soft costs are included as well.

Mayor Blake spoke of some of the details of the costs associated with the financing, soft costs, etc.

Mr. Castignoli asked if the other projects were specifically roofs at the other schools.

Mr. Richetelli replied yes.

Mayor Blake added during last year 4 schools were done. He stated the final 4 roofs being requested would complete all of the school roofs.

Mr. Castignoli asked the age of the roofs.

Mr. Richetelli stated the school roofs are 20 plus years, plus 10 years for a recoating.

Mr. Fitzpatrick asked if it was anticipated any schools would close over the next 10 years.

Mr. Richetelli stated the Board has made the decision they would not close any schools this year.

Chairman Lema asked the timetable for the West Shore Middle School project.

Mr. Silver stated the hope is to break ground in January or February 2017. He stated it is a two-year project.

Chairman Lema asked if the school currently has sprinklers.

Mr. Silver replied no. He stated there is a State law which requires any new additions in schools to have sprinklers. He explained there are two distinct areas of the school that are sprinklered.

Mr. Cavanna thanked the Board, as well as the Mayor and staff for their support of the project..

Motion carried unanimously.

- C. Consideration of An Ordinance Appropriating \$9,671,200 For Various Public Improvements And Authorizing The Issuance of \$9,671,200 Bond Of The City To Meet Said appropriation and Pending The Issurance Thereof The Making Of Temporary Borrowings For Such Purpose.

Mayor Blake stated the Public Works Director Chris Saley was on hand to address roads/curbs, acquiring land, new police station and New software for the accounting system including hardware. He explained each year the City tries to do at least 10 miles of roadways.

Note: Ms. Secondi left at 7:02 p.m.

Director Saley commented over the last few years, the City has underfunded its roadway accounts. He stated the need is paramount. He also stated with low oil prices it is the right time to do the work. He also spoke of the importance of maintaining the infrastructure of the city.

Mr. Fitzpatrick asked how many miles of road would be covered.

Mayor Blake stated the hope is to get over 10 miles. He spoke of the Loscip grant the City receives which is helpful. A brief discussion ensued.

Mr. Fitzpatrick asked if the dollar amount being considered included curbs and sidewalks.

Mayor Blake explained last year the Board granted monies for the consulting and design of a police station. He explained the considerations that were taken into consideration, such as build in place or build new, including the logistics of temporarily displacing the department. He stated the building committee looked into all the options. One important factor is to remain close to the existing communications tower, which is the main communications for both police and fire. Mayor Blake stated the building committee did its due diligence in looking at various locations as well. He stated once the funding is authorized, the city will conduct an environmental study, etc to determine feasibility.

Chairman Lema asked if the property is currently under contract.

Mayor Blake stated there is a letter of intent in place. He stated an appraisal of the present police station has been completed. Discussion ensued.

Chief Mello provided the Board with an extensive background of the building and the needs of the department that need to be addressed.

Mr. Fitzpatrick asked for clarification that what this Board funded last year was the design phase.

Mayor stated the Board approved design and architectural costs.

Chairman Lema stated the final piece of the Ordinance is the HR payroll update.

Mr. Erodici stated the upgrade is long overdue and that the city has maximized the current system, New World Systems for more than 20 years. He stated the window of opportunity is closing in order to continue to have this type of system supported. He explained the process to date of looking at various systems that would work in concert with other city departments. He stated of all the software systems they looked at suit the best needs of the city. He stated the numbers provided in the Ordinance include hardware and technology enhancements.

Mr. Fitzpatrick asked what upgrades would be included in the proposals.

Ms. Lasczak explained they are looking to replace all of the modules, basically streamlining workflow which will be all electronic, including checks, W-2, etc. She stated in the long run, it would save in the costs of printing.

Motion carried unanimously.

VII. Staff Report

Mr. Erodici reported there is a vacancy in the tax office. He stated the tax collector, Sue Taft retired in October. He also reported a clerk has been replaced in the clerk's office, and that the new city treasurer has come on board. He noted both from the private sector.

Mayor Blake also pointed out to the Board that the city has received a higher bond rating.

Mr. Erodici stated the increased bond rating reflects a healthy fund balance, debt factor, etc.

VIII. Adjourn

Being no further business, Mr. Fitzpatrick and Mr. Castignoli made and seconded a motion to adjourn. Motion carried unanimously.

The Board adjourned at 7:27 p.m.

Respectfully submitted,

Kathleen A. Kennedy
Recording Secretary