

**BOARD OF FINANCE
REGULAR MEETING
JANUARY 27, 2020**

The Milford Board of Finance held its Regular Meeting on Monday, January 27, 2020, in Conference Room B of the Parsons Complex. Acting Chairman Lema called the meeting to order at 5:33 p.m.

II. Roll Call

Board Members Present

Brian Lema
Joseph J. Fitzpatrick, Jr.
Scott Moulton
Lauren Ranges
Ray Arnold

Also Present

Benjamin G. Blake, Mayor
Peter Erodici, Finance Director

III. Consideration of Minutes of December 17, 2018

Ms. Ranges and Mr. Moulton made and seconded a motion to approve the minutes of the Regular Meeting held September 26, 2019. Motion carried unanimously.

IV. Correspondence

Acting Chairman Lema announced a letter had been received from Kate O'Neill dated January 21, 2020 supporting the Board of Education budget.

VI. New Business

A. Election of Officers.

Mr. Fitzpatrick and Ms. Ranges made and seconded a motion to nominate Mr. Lema to serve as Chairman.

Being no further nominations, Mr. Arnold and Mr. Fitzpatrick moved to close nominations for chairman. Motion carried unanimously.

Motion nominating Mr. Lema as Chairman carried unanimously.

Ms. Ranges and Mr. Arnold made and seconded a motion to nominate Mr. Fitzpatrick for Vice Chairman.

Being no further nominations Mr. Arnold and Mr. Fitzpatrick moved to close nominations. Motion carried unanimously.

Motion nominating Mr. Fitzpatrick as Vice Chairman carried unanimously.

Chairman Lema thanked former member, Joseph Castignoli, for his many years of service to the Board. He will be missed.

B. Approval of 2020 Schedule of Regular Board of Finance Meetings.

Mr. Fitzpatrick and Mr. Moulton made and seconded a motion to approve the schedule of regular Board of Finance meetings. Motion carried unanimously.

C. Consideration of Budget Memo Transfer #3, Funds 1005 & 2812, FY20.

Ms. Ranges and Mr. Moulton made and seconded a motion to approve Budget Memo Transfer #3, Funds 1005 & 2812, FY 20.

Mr. Fitzpatrick asked about vacancies in the department and whether they will be filled. Chris Saley, Public Works Director, explained the various vacancies and it is hoped they will be filled. Mr. Fitzpatrick asked if this is the same transfer as last year for outside contractors. Mr. Saley stated it is the same situation and that the account runs tight every year. Mr. Fitzpatrick asked if the budget will be increased for next year. Mr. Saley discussed the new trucks that will be purchased with bonding and that the older trucks will have then have less wear and tear. He also discussed how the trucks require regular maintenance. Mr. Fitzpatrick asked who performs the work and maintenance on the trucks. Mr. Saley stated it depends on the scope of the work, some is done in-house and other work is sent out. Mr. Fitzpatrick asked if there are warranties on the new trucks. Mr. Saley stated there are warranties, but they will not cover regular wear and tear.

There being no further discussion, the motion carried unanimously.

D. Consideration of Budget Memo Transfer #4, Funds 1005 & 2812, FY20.

Ms. Ranges and Mr. Moulton made and seconded a motion to approve Budget Memo Transfer #4, Funds 1005 & 2812, FY 20.

Mayor Blake stated that by way of background, this is his 17th budget year and that each year \$200,000 or more has been transferred. He further explained that the equipment supply and upkeep account has historically been underfunded because they are able to reallocate and make transfers such as this one.

There being no further discussion, the motion carried unanimously.

E. Consideration of an Ordinance appropriating \$11,827,000 for various public improvements and authorizing the issuance of \$11,827,000 bonds of the City to meet said appropriation and pending the issuance thereof the making of temporary borrowings for such purpose.

Mr. Fitzpatrick and Ms. Ranges made a seconded a motion to approve an ordinance appropriating \$11,827,000 for various public improvements and authorizing the issuance of \$11,827,000 bonds of the city to meet said appropriation and pending the issuance thereof the making of temporary borrowings for such purpose.

Mr. Fitzpatrick asked if this is bonding for citywide paving each year. Mayor Blake stated it is bonded annually and is the main source of funding. He also discussed other funding sources such as LOCIP and Town Road Aid. Mr. Fitzpatrick asked if those funding sources are shown in the budget book. Mayor Blake explained they are not in the budget book as they are not counted as revenue and can only be used on capital improvements. Peter Erodici, Finance Director, stated the funds will show in the Fund 40 balances.

Mr. Fitzpatrick stated the building maintenance portion seems high. Mayor Blake stated it is a little higher than past years and is based on the Capital Improvement Plan. Mr. Fitzpatrick asked if the West Shore Recreational Center is used by the Boys & Girls Club. Mayor Blake stated it is used during the day by Boys & Girls Club and that the Recreation Department schedules use after 5:00 p.m.

Mr. Fitzpatrick asked for an explanation of where and how the multi-purpose athletic field will be used. Paul Piscitelli, stated the multi-purpose field is to improve the Kelly, Martin, Tighe Field located on near Foran High School. Ms. Piscitelli reviewed the various filed and sports that will be played on the new fields. He further stated that it is currently a grass field with very poor drainage, and the field was not used last year. Mr. Fitzpatrick asked why the cost is \$4,000,000. Mayor Blake stated the multi-purpose filed should cost approximately \$3,000,000 with the excess funds supplementing improvements at the Jonathan Law fields. Mr. Fitzpatrick asked if the Foran and Law fields are available for use by others. Mayor Blake stated that the fields are used by other sports teams. Chairman Lema stated he is concerned with drainage issues on the other Foran fields. Jim Richeteli, Board of Education Chief Operations Officer, explained the drainage was previously addressed on the Foran fields and has not been an issue. Ms. Ranges asked when the work will start on the multi-purpose filed. Mr. Piscitelli stated at the end of Spring sports and hopefully ready for the Fall season.

Mr. Fitzpatrick asked for an explanation of the erosion and flood control projects. Mr. Saley discussed the drainage issues in the Red Bush Lane area. He also stated that there are MS4 processes that must be followed for handling water.

Mr. Fitzpatrick asked what fire apparatus will be put out of service. Douglas Edo, Fire Chief, explained that the current engine will become a spare and current spare will be retired. He further stated that the last pumper was purchased approximately 2 years ago. Mr. Moulton asked what happens to retired apparatus. Chief Edo explained it is put out to bid and scrapped.

There being no further discussion, motion carried unanimously.

F. Consideration of an Ordinance appropriating \$5,005,000 for various school improvements and authorizing the issuance of \$5,005,000 bonds of the City to meet said appropriation and pending the issuance thereof the making of temporary borrowings for such purpose.

Mr. Fitzpatrick and Ms. Ranges made and seconded a motion to approve an Ordinance appropriating \$5,005,000 for various school improvements and authorizing the issuance of \$5,005,000 bonds of the City to meet said appropriation and pending the issuance thereof the making of temporary borrowings for such purpose.

Mr. Fitzpatrick asked if security upgrades approved in prior years have been completed. Mayor Blake explained security upgrades are ongoing from year to year. He also explained the reimbursement rate has decreased to 38.2% from 55%. Mayor Blake also stated that Pumpkin Delight alterations/renovations/upgrades should be reimbursable. Mr. Fitzpatrick asked if schools were to be closed which schools would be affected. Dr. Anna Cutaia, Superintendent of Schools, stated there is no discussion of closing schools at this time. Mr. Fitzpatrick stated he would not want to see capital outlay for schools that will be closed. Dr. Cutaia stated the funding is for security items that must be addressed. Mr. Richetelli stated that whether or not schools are closed Pumpkin Delight is not one that would be closed as schools are needed at that end of town.

Mr. Fitzpatrick asked what traffic safety improvements are necessary at Live Oaks. Jim Richetelli explained that more parents are driving their children to school and a parent drop off area is necessary. He explained the way it is today is not safe for staff, student, or parents. Mr. Fitzpatrick asked if the work will go through the bid process. Mr. Richetelli explained the bidding process. Chief Edo stated he supports this request. He further stated that his grandson attends Live Oaks and he has seen the area first hand and it is not as safe as it currently exists. Chairman Lema asked if school personnel help with directing traffic. Mr. Richetelli stated they do have such duties, but people don't always adhere to the rules

There being no further discussion, motion carried unanimously.

G. Consideration of an Ordinance appropriating \$775,000 for the design and construction of sanitary sewers and waste water facilities and authorizing the issuance of \$775,000 bonds of the City to meet said appropriation and pending the issuance thereof the making of temporary borrowings for such purpose.

Mr. Fitzpatrick and Ms. Ranges made and seconded a motion to approve an Ordinance appropriating \$775,000 for the design and construction of sanitary sewers and waste water facilities and authorizing the issuance of \$775,000 bonds of the City to meet said appropriation and pending the issuance thereof the making of temporary borrowings for such purpose.

Mr. Fitzpatrick asked if the Gulf Pond pump station will be the same type of project as the Rock Street. Chris Saley explained the Gulf Pond pump station is the second largest in the City and the valve is in need of repair.

Mr. Fitzpatrick asked for an explanation of the Lower Wepawaug manhole lining. Mr. Saley stated it passes under the bridge and there is a significant amount of flow in that area. Mayor Blake explained the issue was discovered last year when the ponds were dredged. Chairman Lema asked about the trees and stumps on the Prospect Street side needing to be cleaned up. Mr. Saley stated he would have that area looked at and cleaned as necessary.

There being no further discussion, motion carried unanimously.

VII. Staff Report

Mr. Erodici stated Marianne Klinga has been appointed Treasurer/Payroll Administrator. He further stated she has been a great addition to the team. Mr. Erodici further reported there are still vacancies within the department that need to be filled. Chairman Lema asked how MUNIS was working. Mr. Erodici explained that issues are being resolved as they present, but overall it is working well. He stated that Payroll is now working on MUNIS and it was used to produce W-2's this year

VIII. Adjourn

Being no further business, Mr. Moulton and Ms. Ranges made and seconded a motion to adjourn. Motion carried unanimously.

The Board adjourned at 6:21 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Toni Jo Weeks", with a long horizontal line extending to the left.

Toni Jo Weeks
Recording Secretary