



City of Milford, Connecticut

- Founded 1639 -

70 West River Street - Milford, CT 06460-3317
Tel 203-783-3220 FAX 203-783-3294

Office of the
Director of Finance

AGENDA BOARD OF FINANCE MEETING MONDAY, FEBRUARY 22, 2021 – 5:30 P.M.

Virtual / Telephonic Meeting
Dial-in Number: 1 929 205 6099
Conference ID: 922 3629 8871
Password: 407551

OR

Computer Access

<https://zoom.us/j/92236298871?pwd=THISQWdXRFPQSzgzUE9KVktYM1pnUT09>

Password: 407551

- I. Call to Order
- II. Roll Call
- III. Consideration of Minutes of the Regular Meeting of 1/25/21
- IV. Correspondence
- V. New Business
 - A. Consideration of Budget Memo Transfer #3, Funds 1005 & 2812, FY21
 - B. Consideration of Budget Memo Transfer #4, Funds 1005 & 2812, FY21
- VI. Staff Report
- VII. Adjourn

Brian A. Lema /mwc

Brian A. Lema
Chairman

Distribution: Mayor Benjamin Blake
Justin Rosen, Chief of Staff
P. Erodici, Jr., Finance Director
Board of Finance Members
City Clerk

**BOARD OF FINANCE
REGULAR MEETING
JANUARY 25, 2021**

The Milford Board of Finance held a Special Meeting via Zoom video/telephonic conferencing on Monday, January 25, 2021. Chairman Lema called the meeting to order at 5:34 p.m.

II. Roll Call

Board Members Present

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

Also Present

Mayor Benjamin G. Blake
Peter Erodici, Finance Director
Justin Rosen, Chief of Staff

III. Consideration of Minutes

Mr. Moulton and Ms. Ranges made and seconded a motion to approve the minutes of the Regular Meeting held October 26, 2020. Motion carried unanimously.

IV. Correspondence

None

V. New Business

A. Election of Officers.

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

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

Motion nominating Mr. Lema as Chairman carried unanimously.

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

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

Motion nominating Mr. Moulton as Vice Chairman carried unanimously.

B. Approval of 2021 Schedule of Regular Board of Finance Meetings.

Mr. Fitzpatrick and Mr. Moulton made and seconded a motion to approve the 2021 Schedule of Regular Board of Finance Meeting. Motion carried unanimously.

Chairman Lema asked if a budget meeting would be held after the regular meeting on February 22nd. Mr. Erodici confirmed that would be correct.

C. Consideration of An Ordinance Appropriating \$12,732,000 For Various Public Improvements And Authorizing The Issuance of \$12,732,000 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 \$12,732,000 For Various Public Improvements And Authorizing The Issuance of \$12,732,000 Bonds Of The City To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose.

Mayor Blake stated the bonding ordinances traditionally come before the board at the January meeting. He stated approximately one-third is reimbursable through a grant or school construction grant. He further stated that 30 million is a general amount that has traditionally come before Board annually. Mayor Blake further discussed the school project planned at Pumpkin Delight and that it will come before the Board later this year. He stated the project is approximately 12 to 13 million dollars. Mayor Blake discussed the proposals currently before the Board are on the 5-year capital improvement plan with the exception of the purchase of St. Gabriel School property.

Chairman Lema asked what is being designed at Pumpkin Delight. James Richetelli, Operations Officer Milford Public Schools, explained that Pumpkin Delight is one of the oldest schools and has no major renovations since built in 1950. He stated the school needs to be upgraded to bring it up to the same standard of other schools with media center and full size gymnasium.

Chairman Lema asked where the Gulf Beach Harbor revetment project is being undertaken. Mayor Blake stated it is the area for pedestrian access at Gulf Beach/Gulf Pond near the bridge. He stated that fishermen and crabbers have provide feedback and a fishing structure/revetment is planned and the embankment will be stabilized. Mayor Blake stated James Donegan, Harbor Operations Director will be heading the project. Mr. Donegan discussed the bridge that has to be removed due to deterioration and the stabilizing of the embankment slope. He stated that part of the project is to provide public access.

Mr. Moulton asked the significance of the durations and what the rates are expected to be. Mayor Blake stated we will not know the rates until go out to issue. He discussed the issuance of BANS and that bonds are issued for only the work that has actually be done. Mr. Erodici stated the current rates are low to mid 2% range and in an extraordinary period of low interest rates. He further stated that it is expected to continue with low market in the Fall with 20-year bonds. Mayor Blake discussed recent bond refinancing and that millions of dollars were saved.

Chairman Lema asked if there is anything of note in the playground expenditures. Mayor Blake stated the major project that is planned is at Point Beach where the playground and park was removed due to hazard mitigation and the park was removed to accommodate a staging area. Mayor Blake discussed the renovation of the basketball court and sports courts that are planned.

Chairman Lema inquired about the paving projects planned for this year. Mayor Blake stated that the plans are updated each year and that the plan is to do a minimum of 10 miles but have done more. Mayor Blake stated this year the hope is to complete 20 miles of road paving.

Mr. Fitzpatrick asked if the City or Board of Education will be using the Tudor Road property. Mayor Blake stated that it will be used by City and it is anticipated that it will be used by the City's youth. He discussed the potential use by Boys and Girls Club. Mayor Blake discussed the potential use of Pumpkin Delight students during renovations. Mayor Blake discussed gym space issues and use by the Recreation Department. Mr. Fitzpatrick expressed his concern about the property showing on the Board of Education's budget. Mayor Blake stated this is a City purchase.

Mr. Fitzpatrick asked how much was retired in bonds this past year. Mr. Erodici stated approximately 11 million was retired.

Motion carried unanimously.

D. Consideration of An Ordinance Appropriating \$2,750,000 For Various School Improvements And Authorizing The Issuance of \$2,750,000 Bonds Of The City To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose.

Ms. Ranges and Mr. Arnold made and seconded a motion to approve An Ordinance Appropriating \$2,750,000 For Various School Improvements And Authorizing The Issuance of \$2,750,000 Bonds Of The City To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose.

Chairman Lema asked for a brief background. Mr. Richetelli stated it is the ongoing school hardening project that has been going for approximately 5 years. He stated that 5 schools have been completed and 5 schools remain to be completed. Mr. Richetelli stated he second portion are HVAC systems and due to Covid believe ventilation systems although well maintained need to be upgraded. He stated this will be an ongoing project.

Mr. Arnold asked if the security will be completed after this year. Mr. Richetelli stated this will finish the project with this approval.

Motion carried unanimously.

E. Consideration of An Ordinance Appropriating \$1,995,000 For The Design and Construction of Sanitary Sewers And Waste Water Facilities And Authorizing The Issuance of \$1,995,000 Bonds Of The City To Meet Said Appropriation And Pending The Issuance Thereof The Making of Temporary Borrowings For Such Purpose.

Ms. Ranges and Mr. Moulton made and seconded a motion to approve An Ordinance Appropriating \$1,995,000 For The Design and Construction of Sanitary Sewers And Waste Water Facilities And Authorizing The Issuance of \$1,995,000 Bonds Of The City To Meet Said Appropriation And Pending The Issuance Thereof The Making of Temporary Borrowings For Such Purpose.

Mr. Fitzpatrick asked what the state reimbursement would be. Mayor Blake stated there is no reimbursement for this project but are looking into grants that may be available.

Motion carried unanimously.

VI. **Staff Report**

None.

VII. **Adjourn**

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

The Board adjourned at 6:14 p.m.

Respectfully submitted,



Toni Jo Weeks
Recording Secretary

City of Milford


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Website www.ci.milford.ct.us

E-mail mayor@ci.milford.ct.us

Memorandum

To: Board of Finance
From: Benjamin G. Blake, Mayor 
Date: February 12, 2021
Re: Budget Memo Transfers

I hereby recommend approval of Budget Memo Transfers #3 and #4, Funds 1005 and 2812, FY21, at the Board of Finance meeting to take place on Monday, February 22, 2021 via Zoom.

VIDEO / TELEPHONIC MEETING

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bgb/lmm
cc: City Clerk
Press

CITY OF MILFORD, CONNECTICUT
GENERAL FUND
TRANSFERS 3 & 4
FISCAL YEAR 2020/2021
JUSTIFICATIONS

1. Purchase of tires in Garage. The tire account is depleted.
2. Funds to be encumbered for purchase/repairs **exclusive** to sanitation vehicles as they require frequent repairs, maintenance, and tire replacement.
3. Funds needed for Secretarial Fees for the Historic Preservation Commission.
4. To cover monthly invoices from H.I. Stone for waste removal/transport in Wastewater.