



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 28, 2022 – 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://us02web.zoom.us/j/92236298871?pwd=THISQWdXRFPQSzgzUE9KVktYM1pnUT09>

Password: 407551

- I. Call to Order
- II. Roll Call
- III. Consideration of Minutes of the Regular Meeting of 1/31/22
- IV. Correspondence
- V. New Business
 - A. Consideration of Budget Memo Transfer #5, Fund 1005, FY22
 - B. Consideration of Budget Memo Transfer #6, Fund 1005, FY22
- 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 31, 2022**

The Milford Board of Finance held a Special Meeting via Zoom video/telephonic conferencing on Monday, January 31, 2022. Chairman Lema called the meeting to order at 5:32 p.m.

II. Roll Call

Board Members Present

Brian Lema, Chairman
Scott Moulton
Raymond Arnold
Lauren Ranges
Meghan Smith

Also Present

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

III. Consideration of Minutes

Ms. Ranges and Mr. Moulton made and seconded a motion to approve the minutes of the Regular Meeting held December 20, 2021. Motion carried unanimously.

IV. Correspondence

Peter stated he has backup pages from the Mayor that he will share on the screen for all to view.

V. New Business

A. Election of Officers.

Ms. Ranges and Mr. Moulton 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.

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

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

Motion nominating Mr. Moulton as Vice Chairman carried unanimously.

B. Consideration of An Ordinance Appropriating \$6,006,000 For Various Public Improvements And Authorizing The Issuance of \$6,006,000 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 \$6,006,000 For Various Public Improvements And Authorizing The Issuance of \$6,006,000 Bonds Of The City To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose.

Mayor Blake stated on an annual basis the City bonds for the next fiscal year. He stated traditionally bonding is around \$30 million and this year it is a little less due to State and Federal grants to strengthen infrastructure. Mayor Blake stated some expenses are reimbursable through grants. He stated bonding this year is approximately \$20 million. Mr. Arnold asked where detail can be found on what streets would be paved. Mayor Blake state the general outlays are currently available and there is an asphalt management plan that was prepared by a consultant mapping out the City streets. He provided a brief explanation on how the program operates. Mayor Blake discussed how bonds are issued and paid through bond anticipation notes. Mr. Moulton asked if there is a general idea what this year looks like in terms of bonds maturing. Mayor Blake stated there will be a small uptick on debt service due to refinancing and refunding bonds which resulted in an artificial debt. Mr. Erodici discussed how bonds are reviewed and refunded. Chairman Lema commented on single-stream recycling and moves to get away from glass. Mayor Blake discussed the issues with glass and how it impacts other recyclables.

Motion carried unanimously.

C. Consideration of An Ordinance Appropriating \$10,290,000 For Various School Improvements And Authorizing The Issuance of \$10,290,000 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 \$10,290,000 For Various School Improvements And Authorizing The Issuance of \$10,290,000 Bonds Of The City To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose.

James Richetelli, Chief Operations Officer, Board of Education, stated all the project have been in the capital improvement plan for a number of years and have moved up the chain. Mayor Blake discussed air conditioning schools and plan through ARPA funding. Mr. Arnold asked what phase the partial roof replacement at Foran represents. Mr. Richetelii stated the portions of the roof are over 20 years and eligible for State funding. When completed all roofs will be within the 5-to-10-year range. Chairman Lema inquired as to the athletic facility improvements. Mr. Richetelli stated this will replace the tracks at both Foran and Law. He stated both tracks have been resurfaced at least twice and are in a condition that they must be replaced. Mr. Richetelli stated the Foran tennis courts will need to be replaced and various other projects identified by the athletic directors. Chairman Lema asked if the artificial turf fields are new at both schools. Mr. Richetelli stated they were resurfaced approximately

5 years ago and are coming to the end of their useful life. Ms. Ranges asked the timing for the projects. Mr. Richetelli reviewed the planned timeline for the work.

Motion carried unanimously.

D. Consideration of An Ordinance Appropriating \$3,811,500 For The Design and Construction of Sanitary Sewers And Waste Water Facilities And Authorizing The Issuance of \$3,811,500 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 \$3,811,500 For The Design and Construction of Sanitary Sewers And Waste Water Facilities And Authorizing The Issuance of \$3,811,500 Bonds Of The City To Meet Said Appropriation And Pending The Issuance Thereof The Making of Temporary Borrowings For Such Purpose.

Mayor Blake stated this project is part of the capital improvement plan and identified to move forward by City consultants and wastewater department. Lindsay King, Wastewater Superintendent, provided a brief description of the planned work. Chairman Lema asked about plans to protect from flooding. Mr. King discussed actions that will be taken to protect the facility prior to a storm.

Motion carried unanimously.

VI. Staff Report

Mr. Erodici stated a Grants Analyst position has been posted to assist with compliance and reporting for the American Rescue Plan and can be found on the City's website.

VII. Adjourn

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

The Board adjourned at 6:12 p.m.

Respectfully submitted,



Toni Jo Weeks
Recording Secretary

City of Milford


City Hall, 110 River Street, Milford, CT 06460

Phone 203 783 3201, Fax 203 783 3329

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 18, 2022
Re: Budget Memo Transfers

I hereby recommend approval of Budget Memo Transfers #5 and #6, Fund 1005. Meeting to take place on Monday, February 28, 2022 via Zoom.

Virtual / Telephonic Meeting
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bgb/lmm
cc: City Clerk
Press

Transfer

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City of Milford, Connecticut

GENERAL FUND

FISCAL YEAR 2021-2022

To: The Board of Finance
 From: Benjamin G. Blake, Mayor
 Date: February 28, 2022
 Page: 1 of 1

Contingency balance from Transfer No. **5**

208,381

Transfer from:

05998999 584899
 12998999 584899

Transfer to:

- Accounting 05411001 514111
- Finance 05411005 514111
- Human Resources 054119 514111
- Mayor's Office 054121 514111
- Community Development 054123 514111
- Law Department 054131 514111
- Permitting and Land Use 05414210 514111
- Open Space 054162 514111
- Information Technology 054170 514111
- Information Technology 054170 514112
- Employee Benefits 05998310 524212
- Employee Benefits 05998310 529913
- Fire Department 054220 514111
- Public Works 054320 514111
- Health Department 054410 514111
- Recreation 054520 514111
- Library 054593 514111

Contingency - Fund 1005
 Contingency - Fund 2812

	APPROVED BY		
	Finance Certified	Mayor	Board of Finance
	203,381	203,381	Board of Aldermen
	23,853	23,853	
	17,966	17,966	
	9,235	9,235	
	20,656	20,656	
	9,838	9,838	
	8,178	8,178	
	12,025	12,025	
	5,562	5,562	
	9,939	9,939	
	3,142	3,142	
	11,800	11,800	
	2,760	2,760	
	17,725	17,725	
	20,925	20,925	
	13,538	13,538	
	6,364	6,364	
	9,875	9,875	
	203,381	203,381	

Total

Contingency balance if this transfer is approved

5,000

This Budget Memo Transfer is recommended, as indicated, by the Board of Finance for submission to the Board of Aldermen.

I hereby certify that in accordance with budgetary procedure, the above transfer is recommended by the Mayor and certify that subject to approval of Transfer No. the amount recommended for transfer is unexpended and unencumbered.

Date

Chairman, Board of Finance

Date 2-18-22

Finance Director

CITY OF MILFORD, CONNECTICUT
GENERAL FUND
TRANSFERS 5 & 6
FISCAL YEAR 2021/2022
JUSTIFICATION

1. To cover retroactive and current year wage adjustments due to amended non-rep wage ordinance(s).