



# 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

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## AGENDA BOARD OF FINANCE MEETING MONDAY, MARCH 25, 2024 – 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 2/26/24
- IV. Correspondence
- V. New Business
  - A. Consideration of Budget Memo Transfer #7, Fund 1005, FY24
  - B. Consideration of Budget Memo Transfer #8, Fund 1005, FY24
- VI. Staff Report
- VII. Adjourn

*Brian A. Lema / MWC*

Brian A. Lema  
Chairman

Distribution: Mayor Anthony S. Giannattasio  
Justin Rosen, Chief of Staff  
P. Erodici, Jr., Finance Director  
Board of Finance Members  
City Clerk

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FEB 29 2024

Milford City Clerk

**BOARD OF FINANCE  
REGULAR MEETING  
FEBRUARY 26, 2024**

The Milford Board of Finance held a Regular Meeting via Zoom video/telephonic conferencing on Monday, February 26, 2024. Acting Chairman Lema called the meeting to order at 5:32 p.m.

**II. Roll Call**

Board Members Present

Brian Lema  
Scott Moulton  
Raymond Arnold  
Lauren Ranges  
Meghan Smith

Also Present

Mayor Anthony S. Giannattasio  
Peter Erodici, Finance Director  
Justin Rosen, Chief of Staff

Excused

**III. Consideration of Minutes**

Mr. Moulton and Ms. Ranges made and seconded a motion to approve the minutes of the Regular Meeting held February 26, 2024. Motion carried unanimously.

**IV. Correspondence**

Peter Erodici, Finance Director, stated he forwarded to the Board members a memo received from the Registrars related to the 2024/2025 budget request.

**V. New Business**

A. Consideration of Budget Memo Transfer #5, Fund 1005, FY24.

Ms. Ranges and Mr. Moulton made and seconded a motion to approve Budget Memo Transfer #5, Fund 1005, FY 24. Motion carried unanimously.

B. Consideration of Budget Memo Transfer #6, Fund 1005, FY24.

Ms. Ranges and Mr. made and seconded a motion to approve Budget Memo Transfer #6, Fund 1005, FY 24.

Ms. Ranges asked if the budget line item is being increased for the next fiscal year. Christopher Saley, Public Works Director, stated the goal is to increase the line item. Chairman Lema asked if there is a vacancy in the department. Mr. Saley stated presently there are 2 vacancies in the garage.

Motion carried unanimously.

C. Consideration of An Ordinance Appropriating \$2,200,000 For The Design and Construction of Sanitary Sewers And Wastewater Facilities And Authorizing The Issuance of \$2,200,000 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 \$2,200,000 For The Design and Construction of Sanitary Sewers And Wastewater Facilities And Authorizing The Issuance of \$2,200,000 Bonds Of The City To Meet Said Appropriation And Pending The Issuance Thereof The Making of Temporary Borrowings For Such Purpose.

Mr. Moulton asked about the timeframe for the upgrades to take effect. Mr. Saley stated 12 to 18 months due to lead time for parts. Mr. Moulton asked if projects have been identified for upgrades. Mr. Saley discussed state funding and projects being reviewed. Mr. Moulton asked about the process for bonding. Mr. Erodici stated bonds are not issued until needed. He provided a brief explanation of the bonding process. Mr. Erodici discussed bonding rates and stated they are currently averaging 4%.

Motion carried unanimously.

D. Consideration of An Ordinance Appropriating \$4,592,500 For Various Public Improvements And Authorizing The Issuance of \$4,592,500 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 \$4,592,500 For Various Public Improvements And Authorizing The Issuance of \$4,592,500 Bonds Of The City To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose.

Mr. Arnold asked if there is a published list of public works vehicles. Mr. Saley stated there is over an 18-month lead time for trash trucks. He discussed the aging equipment. Mr. Saley stated there will be 1 new trash truck and a vac truck will be retrofitted. He stated there are 2 utility trucks for building maintenance, 2 vans for custodial services and a service truck for the garage equipment. Mr. Rosen stated the line item for the fire department should read pumper truck rather than quint truck. Chairman Rosen asked why the price was low. Deputy Chief Rabel stated the dealer had a pumper truck in stock that was offered at the price which is approximately \$200,000 savings. Mr. Moulton asked if an ambulance was being taken out of service. Deputy Chief Rabel discussed required licenses and apparatus.

Motion carried unanimously.

E. Consideration of An Ordinance Appropriating \$7,150,000 For Various School Improvements And Authorizing The Issuance of \$7,150,000 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 \$7,150,000 For Various School Improvements And Authorizing The Issuance of \$7,150,000 Bonds Of The City To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose.

Mr. Moulton asked if the projects are new. Dr. Anna Cutaia stated it is for the expansion of tech ed programming. Chairman Lema asked if these are capital or operational expenses. Steven Autieri, Assistant Superintendent, stated this expands opportunities for students to engage in career pathways. He discussed reimagining classroom and workspace to give students the opportunity to test and design within the spaces. Mr. Moulton asked if plans/designs are already prepared. Sean Brennan, Assistant Director of Operations, stated if the bonding is approved it will then be assigned to Permanent Schools Facilities Building Committee to hire a design firm and manage the project. He expects at the earliest this would begin Summer 2025. Chairman Lema asked if new space is being constructed or space being converted. Mr. Brennan stated it will be both, Foran High will be redesign and Jonathan Law would be construction and redesign. Discussion ensued concerning space utilization and redesign. Chairman Lema asked what was previously approved. Dr. Cutaia stated a portion of the project was approved previously and if this bond is approved will allow for completion of the project. Chairman Lema asked once the project is completed will it require additional staff. Dr. Cutaia stated they believe they have appropriate staff, but will need to be evaluated at the time. Mr. Moulton asked for an explanation of the child learning center. Dr. Cutaia stated there is a learning differential between Foran and Law. She stated the same programming cannot currently be offered at Law and this will allow for similar programming at both schools.

Motion carried unanimously.

**VI. Staff Report**

None.

**VII. Adjourn**

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

The Board adjourned at 6:01p.m.

Respectfully submitted,



Toni Jo Weeks  
Recording Secretary

## City of Milford

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# Memorandum

**To:** Board of Finance  
**From:** Anthony S. Giannattasio, Mayor  
**Date:** March 21, 2024  
**Re:** Budget Memo Transfers



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I hereby recommend approval of Budget Memo Transfers #7 and #8, Fund 1005, FY 2024. Meeting to take place on Monday, March 25, 2024, via Zoom.

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cc: City Clerk  
Press





**CITY OF MILFORD, CONNECTICUT  
GENERAL FUND  
TRANSFERS 7 & 8  
FISCAL YEAR 2023/2024  
JUSTIFICATIONS**

1. To fund new police vehicle changeovers in the Police Department.
2. To purchase materials/items necessary for Recreation Area Upkeep.