

Finance and Government Operations Commission Meeting Minutes
Middletown, Connecticut
April 27, 2016
Municipal Building Room 208
7:00 P.M.

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TOWN CLERK
MIDDLETOWN, CONN.

Present: Councilman Thomas Serra, Councilman Sebastian Giulliano, Councilwoman Linda Salafia, Councilwoman Mary Bartolotta (7:17pm), Councilman Gerald Daley, Dr. Joseph Havlicek, Diana Doyle, Attorney Brigham Smith, Michiel Wackers, Linda Bettencourt, Damon Braasch, William Russo, Jeffrey Daniels, Thomas Tetrault, Quentin Phipps, Vincent Loffredo, Superintendent Patricia Charles, Robert Santangelo, David Schultz

Absent: None

1. Thomas Serra called the meeting to order and requested a motion to approve the minutes from the March 30, 2016 Finance and Government meeting. Councilman Giulliano made the motion to approve and Councilwoman Salafia seconded, unanimously approved.
2. Public Comments on the Agenda – None
3. Conference and Training:

William Russo requested the approval for eight Public Works/Park employees to attend three separate seminars, totaling \$2,320.00.

- MTAC Commercial Brake Seminar June 16, 2016 - \$1000.00
- MTAC ABS Seminar July 14, 2016 - \$1000.00
- CT Association of Street & Highway Officials May 12, 2016 - \$320.00

Councilman Daley motioned to approve and Councilman Giuliano seconded, unanimously approved.

Damon Braasch requested the approval for three employees from the Tax Assessors Office to attend the CCMA classes and workshops which will be held at UCONN totaling \$1,130.00.

Councilman Giuliano motioned to approve and Councilwoman Salafia seconded, unanimously approved.

4. The following Departments have submitted items to be discussed:

Health – Grant Confirmation totaling \$3000 in local donations for Klds Health and Safety Day; Appropriation Request totaling \$3500 to support expenses for Klds Health and Safety Day

Councilman Daley motioned to approve and Councilwoman Salafia seconded, unanimously approved.

- Approved to send to Council Floor -

Town Clerk – Grand Confirmation totaling \$5000 in State funds for preservation of vital records in Health Department, dating back to 2000

Linda Bettencourt applied for a \$5000 State Library Grant to purchase archival binders for vital records and for digitized documents. Unbind, scan and replace with new archival binders all birth and death records back to year 2000 located in the Health Department.

Councilman Daley motioned to approve and Councilman Giulliano seconded, unanimously approved.

- Approved to send to Council Floor -

PCD – Grant Confirmation totaling \$103,197 in State Funds for construction of trail from kayak launch to Remington Rand building, including fencing to secure City Transfer Station: Resolution requesting approval to support the Feet to the Fire Festival, with Wesleyan University, via a \$10,000 transfer from Economic Development Fund balance to a new line entitled "Feet to the Fire"

Michiel Wackers discussed the total project amount will be \$123,000 which includes a 20% match. The fencing is \$30,000 and he is hoping to secure \$20,000 from LoCIP with the balance coming out of the Trails Grant.

Councilman Daley motioned to approve and Councilman Giuliano seconded, unanimously approved. Michiel discussed the line transfer of \$10,000 from Economic Development to a new line entitled, "Feet to the Fire".

Councilman Daley motioned to approve and Councilman Giuliano seconded, unanimously approved.

- **Approved to send to Council Floor** -

Fire – request to approve donation of 1985 Boston Whaler from Wesleyan University to the Harbor Master

Chief Kronenberger discussed the boat and trailer donation from Wesleyan University and stated that it would be a shared asset between Police, Fire and the Harbor Master. He also stated that the Fire Department would assume the maintenance costs.

Councilman Daley motioned to approve and Councilman Giuliano seconded, unanimously approved.

Diana Doyle will contact Marie Norwood and have this placed on the council agenda.

Public Works – Resolution requesting approval of \$33,450,000 bond authorization budget, Ordinance 19-15, for Redesign, Renovation, Replacement, Reconstruction, Construction and Improvements at Athletic Fields, Parks and Trails, City-wide; Appropriation Request totaling \$40,500, via transfer from operating budget to sanitation depreciation fund for purchase of 2008 Mack LE613 garbage truck

William Russo discussed the resolution and said the wording "removing synthetic turf from any of our fields" was going to be removed from the document along with the re-working of numbers. He also mentioned that the council will be approving the Building Committee, (21st. Century Committee) for the first phase which will be the Woodrow Wilson project. At the completion of the Woodrow Wilson project, the building committee shall dissolve. Other building committees will be formed for remaining projects at a future date. Public Works commission shall be in charge of the smaller projects.

Vincent Loffredo asked if anyone has looked into the possibility state bonding for this project because it is school related.

Diana Doyle stated that the Bond Counsel advised the existing bond authorization that was passed in 2014 for the Wilson fields and tennis courts can be spent in addition to the \$33,450,000 bond authorization because the original appropriation from 2014 was approved prior to the referendum.

Councilwoman Bartolotta expressed concern electing to approve all at once because the potential to borrow \$10M could exist.

Councilman Daley stated that the financial impact will be staggered as the projects progress. Diana Doyle responded if the council is going to approve this resolution as presented, it's her understanding that council would be the one who will have to shift any dollars between the projects. She also mentioned that the chair's signature is required on every purchase order, payment etc., so if the chair is aware of how this is supposed to proceed then the chair shouldn't initiate anything unless it meets the criteria set forth.

Councilman Daley suggested that this committee should receive periodic reports regarding its progress. Councilman Daley motioned to approve and Councilman Giuliano seconded, unanimously approved. William Russo discussed the appropriation request totaling \$40,500 for the purchase of a 2008 Mack LE613 garbage truck.

Councilwoman Salafia motioned to approve and Councilman Daley seconded, unanimously approved.

- **Both requests were approved to send to the Council Floor**

BOE – status of BOE capital projects; request for shared legal services

Vincent Loffredo introduced two representatives from Tremco Roofing & Building Maintenance. Their firm was hired by the facilities director at the BOE to perform a roof analysis on all of the Middletown Public Schools and prioritize their need for immediate repair. Spencer and WWMS were determined to be the most in need of repairing with a cost of \$170,000.

Councilman Daley recommends funding through the budget process and go out to bid. Attorney Brigham Smith said the award of the bid could be contingent upon the adoption of the budget. Councilman Daley motioned to fund this through the budget process and go out to bid. Councilwoman Bartolotta seconded, unanimously approved.

Attorney Brigham Smith and the BOE will schedule a meeting to further discuss shared services, but as of now the OGC respectfully declines working on the para negotiations. Councilman Daley suggested having the BOE look into the possibility of not having legal counsel at all negotiations/meetings.

Other –

Robert Santangelo discussed the Veterans Memorial picture memorializing all veterans which will be featured in the Council Chambers. The work will be done by David Schultz with a cost of \$21,000. Councilman Serra stated that the work was not to begin before the funding was approved by Council.

Regular Reports – Information Only

- Transfer of Funds/BOE Transfers
- General Fund Appropriations
- City's Investments
- Tax Collection Recap Report – aggressively billing at this time
- Monthly Expenditure Summary Report
- Professional Services Report
- Department Over-Time Reports
- Quarterly Reports – Arts & Culture/Senior Services checking accounts

6. The next meeting is Wednesday, June 1 at 7pm in Room 208

Respectfully
Submitted by,

Tracy Vess on behalf of Diana S. Doyle