Finance and Government Operations Commission Meeting Minutes
Middletown, Connecticut
February 26, 2015
Municipal Building Room 208
7:00 P.M.

Present: Councilman Thomas Serra, Councilman David Bauer, Councilwoman Hope Kasper, Councilwoman Deb Kleckowski, Councilwoman Mary Bartolotta, Geen Thazhampallath, Carl Erlacher, Deb Stanley, Salvatore Nesci, Attorney Brigham Smith, Michiel Wackers, Sean Beals, Quentin Phipps

Absent: None

1. Thomas Serra called the meeting to order and requested a motion to approve the minutes from the January 28, 2015 Finance and Government meeting. Councilman Bauer made the motion to approve and Councilwoman Kleckowski seconded, unanimously approved.

2. Public Comments on the Agenda: Deb Stanley asked to have the Recreation & Community Service Grant Confirmation be taken off of tonight's agenda. Councilman Serra said that they are unable to take it off of the agenda but they could do a postponement until April.

3. Conferences and Training:

   Deb Stanley discussed the National Gatekeeper Conference on May 13 & 14, 2015. Deb said it was not a requirement in her job description to attend, but feels that she would benefit from quite a few of these workshops and in turn share the information with the staff at the Community Center. The payment will come from the Finance Departments' budget. Councilwoman Bartolotta made the motion to approve and Councilwoman Kleckowski seconded, approved unanimously.

   Michiel Wackers requested the approval for seven members of P & Z Commission to attend the CT. Bar Associations Land Use Law for Municipal Land Use Agencies, Boards and Commissions @ $55 pp. Michiel stated the funding will be coming out of the P & Z budget. Councilman Bauer made the motion to approve and Councilwoman Kasper seconded, unanimously approved.
   The seconded request was for one individual to attend the AIA CT reception; the $75.00 payment is coming out of the P & Z budget. Per Councilman Bauer, combine this with the above request of $385.00 and approve together as one, unanimously approved.

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

Health – Resolution requesting approval to purchase vehicle with Miscellaneous CNR funds totaling $17,672

Councilman Serra made the motion to approve and Councilwoman Bartolotta seconded, unanimously approved.

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

Recreation & Community Services - Grant Confirmation totaling $76,000 for Recreation & Community Services activities, supplies, wages and bussing

Councilman Bauer asked that Deb Stanley provide an analysis on what goes into each one of the three elements of the grant. Councilman Serra stated this was the request Deb Stanley had asked to have removed from tonight's agenda. Councilman Serra made the motion to postpone the approval and said that the F & G Commission can act upon this now because it's just an application for recreation services grant that you want to start in April not March. Councilwoman Kasper made the motion to apply for the grant with the caveat that the F & G commission is provided the analysis which Councilman Bauer requested. Councilwoman Kleckowski seconded, unanimously approved.

Public Works – Appropriation Request to cover snow removal overtime and associated costs total TBD before meeting

Councilman Serra discussed the snow removal OT and associated costs totaling $450,696.00. William Russo mentioned another storm possibly this weekend, so this figure may change. Discussion regarding a, " Special Meeting" on March 12, 2015 @ 6:30 to discuss the Appropriation, in the mean time it was suggested to transfer monies between lines. Councilman Bauer moved to forward to Special Meeting with F & G Approval, $450,696 and additional funding, Councilwoman Kasper seconded; approved unanimously.

Planning & Zoning – Resolution requesting approval for Mayor Drew to sign application to CT Department of Economic and Community Development, from Brownfield Grant not to exceed $350,000, to complete clean-up of 645 Main Street

- **Executive Session: to discuss open space acquisition of Pierce Property, pursuant to C.G.S. 1-200(6)(D)**

Michiel Wackers said this request is authorizing the Mayor to sign the contract with the state for the funds we have been awarded to complete the clean-up of

645 Main Street. Councilman Serra made the motion to approve and Councilwoman Kasper seconded, approved unanimously. Councilman Bauer asked, "What will the remediated area be used for once the clean-up is completed." Michiel stated that Marie Norwood will be adding that information to the Council agenda.
Councilwoman Bartolotta suggested that it be added to EDC as well. Michiel confirmed that he would do so.

- Approved to send to Council Floor -

Parking - Resolution requesting bid waiver and authorizing Mayor Drew to sign contract with Park Mobile for installation and implementation of mobile payment app; Resolution approving transfer of $18,000 from Parking to Public Works for immediate water drainage repairs to Riverview Center lower levels & steel structures

Parking Resolution for Park Mobile bid waiver has been pulled off of the agenda per Geen Thazhampallath. Geen also discussed the transfer of $18,000 from the Contractual Services line, (not the Parking Fund line item) to Public Works for the Riverview Walkway drainage solution. Councilwoman Kasper made the motion to approve and Councilwoman Kleckowski seconded, unanimously approved.

- Approved to send to Council Floor-

Legal/Office of the General Counsel - Discussion of Robinson and Cole invoices for Pension Board; Review of Ordinance 78-10 Contracts for Professional Services; Discussion of Professional Services with regard to workers comp

Attorney Brigham Smith discussed the breakdown of the Robinson and Cole invoice. $22K - Pension Board; $34,952K - General Fund Revision ($40K already appropriated); and the balance of $4,900.00 is to be paid out of the Legal Departments budget, Contractual Services Line. Brig explained that these fees were incurred while he consulted Robinson and Cole during the Charter Revision. Councilwoman Kleckowski made the motion to approve and Councilwoman Bartolotta seconded, Councilman Bauer abstained.

Councilman Bauer asked for a postponement regarding 78-7 Professional Service Contracts until the next F & G meeting in April. Councilwoman Kasper seconded, unanimously approved postponement.

Councilwoman Kasper discussed the Workers' Comp and the bidding of insurances. - Discussion Only -

Councilman Serra asked to have an AUC Financial Software update on the agenda for next month.

Councilman Bauer asked for an informal consent to take the proposed ordinance for a new fund and bring it to General Counsel so they can look at the format, Councilwoman Kasper seconded.

Carl Erlacher informed this commission that the Bond Auction for the City will be held on March 18, 2015 at 11:30 in Room 208 authorizing $32.3 M worth of City Bonds.

Regular Reports - Information Only

- Transfer of Funds/BOE Transfers
- General Fund Appropriations
- City's Investments
- Monthly Expenditure Summary Report
- Tax Collection Recap Report
- Department Over-Time Reports

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

Councilman Serra entertained a motion to go into Executive Session, Councilwoman Kasper so moved and Councilwoman Kleckowski seconded.

Councilman Serra stated the F & G Commission is back in Public Session. Councilwoman Kleckowski reiterated that Michiel is to continue the negotiation process as discussed in Executive Session, Councilwoman Bartolotta seconded.

Councilman Serra motioned to adjourn the meeting, Councilwoman Kleckowski seconded, so moved.

Meeting Adjourned
Tracks: MZ0000041-58

Respectfully
Submitted by,

Tracy Vess on behalf of Carl R. Erlacher