

Finance and Government Operations Commission Meeting Minutes
Middletown, Connecticut
July 29, 2015
Municipal Building Room 208
7:00 P.M.

Present: Councilman Thomas Serra, Councilwoman Hope Kasper, Councilwoman Deb Kleckowski, Councilman David Bauer, Carl Erlacher, Wayne Bartolotta, Michiel Wackers, Sal Nesci, William Russo, Arthur Meyers, Linda Bettencourt, Barbara Melia, Debora Bagley, Maryann Lagorbi, Captain Lofeski, Police Chief McKenna, Councilman Robert Santangelo, John Lagul Jr., Julita Isidro, Marcia Meyers and Treasurer Quentin Phipps

Absent: None

1. Councilman Serra began by asking for an approval of the minutes from the July 1, 2015 Finance & Government meeting. Councilman Bauer made the motion to approve and Councilwoman Kasper seconded, approved unanimously. Also Councilman Bauer asked to have, "Purchasing", added to tonight's agenda.
2. Public Comments on the Agenda: None
3. Conferences and Training: None
4. The following Departments have submitted items to be discussed:

Library – Appropriation Request totaling \$3801.76 to correct negative balance in Part-Time salary line

Councilman Bauer made the motion to accept the request for the additional appropriation as listed on the agenda. Councilwoman Kasper seconded.

-Unanimously approved to send to the Council Floor-

Health – Grant Confirmation totaling \$850.00 in donations for Kids Safety Expo; Grant Confirmation totaling \$1977.80 for H1N1 flu clinic; Grant Confirmation totaling \$12,985.00 in State funds for Preventive Health Block Grant – smoking cessation; Grant Confirmation totaling \$14,793.00 in State funds for CRCGO Medical Reserve Corps operations support; Grant Confirmation totaling \$85,988.00 in State funds for 2 year PHEP Grant

Sal Nesci explained that the donations totaling \$850.00 were designated to Middletown Health & Safety Day and will be used for Kids Health & Safety day. These funds will cover the expenses for this year and rolling the balance of funds into the next fiscal year. Councilwoman Kleckowski asked if any of the previous grants awarded were not being renewed. Sal explained; the only one he is currently aware of is the Community Ready Initiative Grant. Councilman Bauer motioned to approve and Councilwoman Kasper seconded.

Councilman Bauer made the motion to accept the H1N1 as presented and Councilwoman Kasper seconded. Councilwoman Kasper asked Sal what the reimbursement status was from Aetna regarding the city employees' vaccinations and asked to have it placed on next month's agenda.

Councilwoman Kasper asked Sal to send a copy of the plan for the Preventive Health Block Grant: smoking cessation, to the entire Council. Councilman Bauer motioned to approve the \$12,985 Preventive Health Block Grant. Councilwoman Kleckowski seconded.

Councilman Bauer motioned to approve the grant confirmation totaling \$14,793 for the in State funds for CRCGO Medical Reserve Corps operation support, Councilwoman Kasper seconded.

Councilman Bauer made the motion to accept the grant confirmation totaling \$85,988 for the 2 year PHEP Grant and Councilwoman Kasper seconded. All of the above requests were approved unanimously.

-All requests were approved unanimously to send to the Council Floor-

Town Clerk – Resolution requesting approval for Mayor Drew to sign agreement with CT State Library for Historic Document Preservation Grant totaling \$4000; Grant Confirmation totaling \$22,000 for Historic Document Preservation supplementation

Councilwoman Kasper made the motion to approve both requests and Councilman Bauer seconded.

-Approved unanimously to send to the Council Floor-

Central Communications – Appropriation Request totaling \$1476.68 to correct shortfall in Holiday Pay line

Councilman Bauer made the motion to approve the Appropriation and Councilwoman Kasper seconded.

-Approved unanimously to send to the Council Floor-

Public Works – Grant Confirmation totaling \$3200.00 for Palmer Field Improvements; CNR Wish List totaling \$717,000.00

Councilman Bauer made the motion to approve the \$3200.00 for Palmer Field Improvements and Councilwoman Kasper seconded, unanimously approved. William Russo discussed the CNR Wish List. Councilwoman Kasper asked William Russo to supply this committee with a 5 year plan. Councilman Bauer motioned to accept the CNR FY 15/16 request as presented, Councilwoman Kleckowski seconded. Councilman Serra added, "To be bonded". Councilman Bauer accepted this friendly amendment and asked it to be included. Councilwoman Kasper also asked Carl Erlacher to provide a list of any and all funds being returned to the General Fund with a possibility of using them towards this cost; Councilwoman Bartolotta was also in favor. Councilman Bauer and Councilman Serra were not in favor of this but suggested using those funds to offset other requests made by department heads.

-Both requests were unanimously approved to be sent to the Council Floor-

Police – Appropriation Request totaling \$340,063.21 to correct negative balance in Private Duty line; Appropriation Request totaling \$40,000 for architectural firm to create concept design/schematic of (new) Animal Shelter, Appropriation Request totaling \$30,000 for architectural firm to spec out and oversee waterproofing/envelope project at Police Department

Councilwoman Kasper made the motion to approve the Appropriation Request for \$340,063.21 to correct the negative balance in the Private Duty line, Councilwoman Bartolotta seconded, unanimously approved.

-Approved to send to the Council Floor-

Police Chief McKenna asked for amendment for the Appropriation request for the Animal Shelter from \$40,000 to \$25,000. Councilwoman Kasper made the motion to approve the amendment and Councilwoman Bartolotta seconded.

-The amended request was approved unanimously to send to the Council Floor-

Councilman Bauer made the motion to approve the \$30,000 appropriation request for an architectural firm to spec out and oversee waterproofing/envelope project at the Police Department. Councilwoman Kleckowski seconded.

-Approved unanimously to send to the Council Floor-

PCD – Grant Confirmation totaling \$500,000 in State Funds for Brownfield remediation at 339 Main Street

Councilman Bauer made the motion to refer to EDC, Councilwoman Kasper seconded.

Water & Sewer – Resolution requesting creation of two new Water Dept CNR line items, for \$100,000.00 each, to be funded by transfer from Water CNR Fund Balance; request to establish Kleen CNR account and include line item "Kleen Energy Capital Repair/Replace/Improve" with transfer of \$250,000.00 from Kleen CNR Fund Balance to line; discussion of purchasing ordinance in relation to Kleen project

Guy Russo explained the request for the creation of two new line items in the Water Dept CNR budget. He also would like to clarify that the WPCA held a special meeting today, July 29, 2015 and discussed that he would like to start processing their purchase orders. Councilwoman Kasper asked who would over-see the purchases. Carl suggested giving the WPCA commission the authority to approve the purchases. Councilwoman Kleckowski made the motion to accept this request with the WPCA's oversight. Councilwoman Kasper seconded.

-Unanimously approved to send to the Council Floor as stated-

Committee – discussion of Police Contract

Carl stated that the PRC went through the contract last week and was here to answer any financial questions.

-Discussion Only-

Discussion on new State Motor Vehicle Tax legislation (please allow at least 30 minutes on topic)

Councilman Serra asked to have this on next month's agenda as well. Carl stated that there will be many discussions regarding this before they will actually have to make a decision.

Committee – discussion of Segal Waters Study

Councilman Serra asked who authorized the \$85,000.00 payment for the Segal Waters study. Attorney Brigham Smith was unavailable this evening to respond. Councilwoman Kasper will ask Attorney Smith to explain why at the Council meeting. Councilwoman Kleckowski made the motion to send to the General Council and Councilwoman Kasper seconded, unanimously approved.

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
- Quarterly Reports – Arts & Culture and Senior Services

6. Other – Purchasing

Councilwoman Kleckowski made the motion to send to the General Council and Councilwoman Kasper seconded, unanimously approved.

Councilman Bauer asked Carl if he could see the journal entry book, Carl responded, yes.

The next meeting is Wednesday, September 2, 2015 at 7pm in Room 208

Meeting Adjourned
Tracks: MZ0000

Respectfully
Submitted by,

Tracy Vess on behalf of Carl R. Erlacher