

**BOARD OF FINANCE
REGULAR MONTHLY MEETING MINUTES
THURSDAY, JUNE 20, 2013**

Meeting called to order at 7:00 pm in the Court Room.

ATTENDANCE THIS MEETING AND FOR ELECTION YEAR 2012-13 TOTAL 14, 7 REGULAR, 7 SPECIAL						
PRESENT	YES	YES	NO	YES	YES	YES
FOR EY	CLAUDE PELLEGRINO	JULIE LUMPKINS	WENDY SCHNIP	VINCENT CHRZANOWSKI	KORD JABLONSKI	KATE TIFFANY
REGULAR	100%	86%	86%	100%	86%	86%
SPECIAL	100%	86%	86%	83%	100%	100%

Also present: First Selectman Catherine Osten and Selectman Denise Dembinski.

1. PUBLIC COMMENT

None.

2. REVIEW AND ACT ON MINUTES OF MAY 23, 2013 RESCHEDULED MONTHLY MEETING

Motion made by V. Chrzanowski, seconded by K. Tiffany, to approve said minutes. Approved. Abstained by J. Lumpkins.

3. REVIEW AND DISCUSS MONTHLY MANAGEMENT REPORTS

Monthly reports were reviewed.

4. DISCUSS AND POSSIBLY ACT ON RESOLUTIONS RECOMMENDING BOND AND NOTE

AUTHORIZATIONS TO FINANCE VARIOUS APPROPRIATIONS INCLUDED IN THE FISCAL YEAR 2013-14 CAPITAL BUDGET

C. Pellegrino suggested and the Board agreed to waive the reading of the resolutions. Motion made by J. Lumpkins, seconded by K. Jablonski, to approve, collectively, resolutions for items 4-1 through 4-9. Unanimously approved.

Item 4-1:

WHEREAS, the Town's capital budget for the fiscal year ending June 30, 2014 includes appropriations in the aggregate amount of \$545,000 for costs related to various projects constituting the Fiscal Year 2013/14 Road Management Program; and

WHEREAS, it is in the best interest of the Town to authorize borrowing to defray such appropriations;

NOW, THEREFORE, RESOLVED, that the Board of Finance recommends that the Town of Sprague issue bonds or notes and temporary notes in an amount not to exceed \$545,000 to finance appropriations in the aggregate amount of \$545,000 included in the adopted budget for the fiscal year ending June 30, 2014 for costs related to various projects constituting the Fiscal Year 2013/14 Road Management Program, as follows:

- (a) pavement overlays to all or portions of High Street, Waldo Road, Brookside Avenue, Kendall Road, Pautipaug Hill Road and other roads as deemed necessary by the First Selectman (\$400,000 appropriation),

- (b) pavement grinding and chip sealing to all or portions of Plain Hill Road, High Street and Waldo Road, and other roads as deemed necessary by the First Selectman (\$100,000 appropriation),
- (c) installation of ribbon guardrail to all or portions of Fullertown Road, Wendy Drive and Potash Hill Road, and other roads as deemed necessary by the First Selectman (\$20,000 appropriation), and
- (d) drainage improvements to all or portions of Main Street Hanover, Pearl Street, Westminster Road and other roads as deemed necessary by the First Selectman (\$25,000 appropriation). The appropriations may be spent for design and construction costs, equipment, materials, engineering fees, legal fees, related land or easement acquisitions, net interest on borrowings and other financing costs, and other expenses related to the project or its financing.

Item 4-2:

WHEREAS, the Town's capital budget for the fiscal year ending June 30, 2014 includes appropriations in the aggregate amount of \$50,000 for costs related to reconstruction of portions of Elm Street and Maple Street with a permeable interlocking concrete pavement road surface, new concrete sidewalks and concrete curbing with replacement of existing driveway aprons and miscellaneous drainage improvements; and

WHEREAS, it is in the best interest of the Town to authorize borrowing to defray such appropriations;

NOW, THEREFORE, RESOLVED, that the Board of Finance recommends that the Town of Sprague issue bonds or notes and temporary notes in an amount not to exceed \$50,000 to finance appropriations in the aggregate amount of \$50,000 for costs related to reconstruction of portions of Elm Street and Maple Street with a permeable interlocking concrete pavement road surface, new concrete sidewalks and concrete curbing with replacement of existing driveway aprons and miscellaneous drainage improvements. The appropriations may be spent for design, construction, acquisition and installation costs, equipment, materials, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project or its financing.

Item 4-3:

WHEREAS, the Town's capital budget for the fiscal year ending June 30, 2014 includes an appropriation in the amount of \$84,000 for costs related to the Town Garage refurbishing; and

WHEREAS, it is in the best interest of the Town to authorize borrowing to defray such appropriations;

NOW, THEREFORE, RESOLVED, that the Board of Finance recommends that the Town of Sprague issue bonds or notes and temporary notes in an amount not to exceed \$84,000 to finance an appropriation in the amount of \$84,000 included in the adopted budget for the fiscal year ending June 30, 2014 for costs related to the Town Garage refurbishing. The appropriations may be spent for design, construction, acquisition and installation costs, equipment, materials, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project or its financing.

Item 4-4:

WHEREAS, the Town's capital budget for the fiscal year ending June 30, 2014 includes an appropriation in the amount of \$100,000 for costs related to refurbishing of the Grist Mill; and

WHEREAS, it is in the best interest of the Town to authorize borrowing to defray such appropriation;

NOW, THEREFORE, RESOLVED, that the Board of Finance recommends that the Town of Sprague issue bonds or notes and temporary notes in an amount not to exceed \$100,000 to finance an appropriation in the amount of \$100,000 included in the adopted budget for the fiscal year ending June 30, 2014 for costs related to refurbishing of the Grist Mill.

Item 4-5:

WHEREAS, the Town's capital budget for the fiscal year ending June 30, 2014 includes an appropriation in the amount of \$50,000 for costs related to the acquisition of a mower, chipper, backhoe, and such other equipment as deemed necessary by the First Selectman; and

WHEREAS, it is in the best interest of the Town to authorize borrowing to defray such appropriation;

NOW, THEREFORE, RESOLVED, that the Board of Finance recommends that the Town of Sprague issue bonds or notes and temporary notes in an amount not to exceed \$50,000 to finance an appropriation in the amount of \$50,000 included in the adopted budget for the fiscal year ending June 30, 2014 for the costs related to the acquisition of a mower, chipper, backhoe, and such other equipment as deemed necessary by the First Selectman. The appropriations may be spent for acquisition costs, equipment, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project or its financing.

Item 4-6:

WHEREAS, the Town's proposed capital budget for the fiscal year ending June 30, 2014 includes an appropriation in the amount of \$25,000 for costs related to improvements to the water system including inflow and infiltration rehabilitation , water line upgrades, acquisition of spare pumps, various sanitary sewer system improvements and rehabilitation of portions of the water system infrastructure; and

WHEREAS, it is in the best interest of the Town to authorize borrowing to defray such appropriation;

NOW, THEREFORE, RESOLVED, that the Board of Finance recommends that the Town of Sprague issue bonds or notes and temporary notes in an amount not to exceed \$25,000 to finance an appropriation in the amount of \$25,000 included in the adopted budget for the fiscal year ending June 30, 2014 for costs related to improvements to the water system including inflow and infiltration rehabilitation, water line upgrades, acquisition of spare pumps, various sanitary sewer system improvements and rehabilitation of portions of the water system

infrastructure. The appropriations may be spent for design, construction, acquisition and installation costs, equipment, materials, engineering and consultant fees, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project or its financing.

Item 4-7:

WHEREAS, the Town's capital budget for the fiscal year ending June 30, 2014 includes an appropriation in the amount of \$25,000 for costs related to improvements to the Baltic Fire Station; and

WHEREAS, it is in the best interest of the Town to authorize borrowing to defray such appropriation;

NOW, THEREFORE, RESOLVED, that the Board of Finance recommends that the Town of Sprague issue bonds or notes and temporary notes in an amount not to exceed \$25,000 to finance an appropriation in the amount of \$25,000 included in the adopted budget for the fiscal year ending June 30, 2014 for costs related to improvements to the Baltic Fire Station. The appropriations may be spent for design, construction, acquisition and installation costs, equipment, materials, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project or its financing.

Item 4-8:

WHEREAS, the Town's capital budget for the fiscal year ending June 30, 2014 includes an appropriation in the amount of \$139,380 for costs related to Sayles School Facility upgrades, as follows:

- (a) water heater replacement (\$12,000 appropriation),
- (b) emergency access box (\$7,000 appropriation),
- (c) interior doors lock down system (\$45,000 appropriation),
- (d) entry door additional security (\$10,300 appropriation),
- (e) exit door monitors (\$4,700 appropriation),
- (f) door and window safety (\$19,000 appropriation),
- (g) playground replacement (Town's share) (\$16,380 appropriation), and
- (h) carpet replacement (\$25,000 appropriation); and

WHEREAS, it is in the best interest of the Town to authorize borrowing to defray such appropriation;

NOW, THEREFORE, RESOLVED, that the Board of Finance recommends that the Town of Sprague issue bonds or notes and temporary notes in an amount not to exceed \$139,380 to finance an appropriation in the amount of \$139,380 included in the adopted budget for the fiscal year ending June 30, 2014 for costs related to Sayles School Facility upgrades. The appropriations may be spent for design, construction, acquisition and installation costs, equipment, materials, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project or its financing.

Item 4-9:

RESOLVED, that the Board of Finance recommends that the Town of Sprague appropriate \$80,000 for costs related to the issuance of bonds or notes and temporary notes to finance all or a portion of the aggregate \$1,018,380 appropriations included in the Town's capital budget for the fiscal year ending June 30, 2014 referred to in agenda items 1 through 8, inclusive, above, and to pay all or a portion of the net interest cost on the Town's \$2,300,000 bond anticipation notes maturing November 15, 2013; and that the Town issue bonds or notes and temporary notes in an amount not to exceed \$80,000 to finance said appropriation. The appropriation may be spent for financial advisory fees, legal fees, net interest on borrowings and other financing costs and expenses related to the financing of all or a portion of said aggregate \$1,018,380 appropriations.

5. DISCUSS AND POSSIBLY ACT ON RECOMMENDING AN APPROPRIATION OF UP TO \$290,000 FUNDED BY AN ACQUISITION GRANT FOR THE PURCHASE OF THE ROBINSON PROPERTY AND CONTINGENT UPON RECEIVING SAID FUNDS

C. Osten stated no town tax dollars are intended to be spent on this purchase.

Motion made by K. Jablonski, seconded by V. Chrzanowski, to approve recommending an appropriation of up to \$290,000 funded by an Acquisition Grant for the purchase of the Robinson property and contingent upon receiving said funds. Unanimously approved.

6. DISCUSS AND POSSIBLY ACT ON RECOMMENDING AN APPROPRIATION OF UP TO \$350,000 FUNDED BY AN ACQUISITION GRANT FOR THE PURCHASE OF THE BOMBERO PROPERTY AND CONTINGENT UPON RECEIVING SAID FUNDS

C. Osten stated the intent is to not spend town tax dollars on the property or even on repairs of the private road that runs through this property.

Motion made by J. Lumpkins, seconded by V. Chrzanowski, to approve recommending an appropriation of up to \$350,000 funded by an Acquisition Grant for the purchase of the Bombero property and contingent upon receiving said funds. Unanimously approved.

7. DISCUSS AND POSSIBLY ACT ON NEW BOE BUDGET VS. ACTUAL REPORT

Motion made by V. Chrzanowski, seconded by J. Lumpkins, to proceed requesting of Budget vs. Actual Report by the Board of Education. Unanimously approved.

8. DISCUSS AND POSSIBLY ACT ON CAPITAL PROJECT SWEEP

Tabled until September. C. Osten to send to the Board of Finance the capital project sweep. This discussion to be continued.

9. REVIEW AND DISCUSS PUBLIC MEETING POLICY/PROCEDURE

C. Pellegrino attended a seminar on parliamentary procedure for public meetings.

V. Chrzanowski researched and suggested the Board of Finance members review info/links he has acquired on public meeting policies/procedures. The Board agreed and discussion to be continued in September.

10. DISCUSS 2013-14 CALENDAR

Discussion on the 2013-14 Calendar.

11. FIRST SELECTMAN'S REPORT

C. Osten reviewed the status of Tax Collector and the Water & Sewer Authority delinquent bills. Special town meeting to be held on Tuesday, July 2 at 7:00 pm to act on the above resolutions and appropriations.

C. Osten presented letters from the State of CT Retirement Services Division regarding costs associated with proposed membership in the Municipal Employee Retirement System for Town of Sprague public works employees and Town office staff employees.

C. Osten suggested an agenda item be added tonight.

Motion made by V. Chrzanowski to add Item 11a to the agenda, seconded by J. Lumpkins. Unanimously approved.

11A. DISCUSS AND POSSIBLY ON RECOMMENDING AN APPROPRIATION OF UP TO \$250,000 FUNDED BY AN ICE GRANT FOR THE ACQUISITION OF SHARED EQUIPMENT CONSISTING OF A ROADSIDE MOWER, A STREET-WATER SEWER DRAIN CLEANER, A CHIPPER, AND A SWEEPER CONTINGENT UPON RECEIPT OF SAID FUNDS.

Motion made by V. Chrzanowski, seconded by J. Lumpkins, to approve recommending an appropriation of up to \$250,000 funded by an ICE grant for the acquisition of shared equipment consisting of a roadside mower, a street-water sewer drain cleaner, a chipper, and a sweeper contingent upon receiving said funds. Unanimously approved.

12. OLD BUSINESS UPDATE

None.

13. PUBLIC COMMENT

D. Dembinski stated support needed at the July 2nd Special Town Meeting to finish the capital project plans.

14. ANY OTHER BUSINESS PROPER TO COME BEFORE SAID MEETING

NONE.

15. ADJOURNMENT

Motion made by V. Chrzanowski, seconded by J. Lumpkins, to adjourn. So voted. Meeting adjourned at 8:00 pm.

CLAUDE R. PELLEGRINO, CHAIRMAN

July 18, 2013 and August 15, 2013 regular meetings were cancelled.