City of Bristol
Regular Board of Finance Meeting Minutes
January 23, 2024

A regular meeting of the Board of Finance was held on Tuesday, January 23, 2024 at 5:30 p.m. in City Hall Council Chambers and via Zoom. The following were in attendance: Chairperson David Maikowski, Mayor Jeffrey Caggiano, Commissioners Jon Mace, Marie O'Brien, Craig Kazemekas, Mark Peterson, and Mark Whitford. Commissioner Ron Burns and Commissioner Glenn Heiser via Zoom. Also present from the Comptroller's Office: Robin Manuele and Diane Waldron.

Agenda

1. Call to order
2. Public Participation
3. Reorganization of the Board
4. Consent Agenda
    a. Approval of Minutes: Regular Meetings– December 19, 2023
    b. Approval of 2024 Budget Meeting Calendar
    c. Purchasing: Quarterly Update on the Local Bidding Preference- December 31, 2023
    d. Code Enforcement: Additional appropriation of $7,861 within the Special Grants and Donations Fund
    e. Police Department: Additional appropriation of $55,018 within the Special Grants and Donations Fund
    f. ARP Task Force: To rescind appropriations totaling $20,616 within the Coronavirus Recovery Fund
    g. Disability Commission: Additional appropriation totaling $1,270 within the Special Grants and Donations Fund
    h. BOE: Additional appropriation totaling $692,309 within the Special Education Grant Fund
    i. ECD:
        a. To place on file the Economic and Community Development grant incentives
        b. Transfer $40,000 within the Community Development Block Grant Fund
        c. Transfer totaling $16,562 within the Community Development Block Grant Fund
5. Board of Education:
    a. Additional appropriation of $13,306,035 within the Capital Project – Schools Fund
    b. Resolution appropriation an additional $13,306,035 for the Northeast Middle School Project
    c. Resolution authorizing the issuance of bonds, notes or other obligations in the amount of $13,306,035 to finance the appropriation for the Northeast Middle School Project
    d. Request for a Bid Waiver to Tina Rose Produce LLC
    e. Budget Update
6. PRYCS: Approval to increase Petty Cash by $50 for Arts & Culture
7. Fire Department:
    a. Additional appropriation of $1,720,000 within the Capital Projects Fund

   b. Resolution appropriation an additional $1,720,000 for the Fire Station Number 3 Project
   c. Resolution authorizing the issuance of bonds, notes or other obligations in the amount of $1,720,000 to finance the appropriation for the Fire Station Number 3 Project
   d. Discussion: Expansion of the Fire Department
8. Liaison Reports

9. Chairman's Report
10. New Business
11. Old Business
12. Any other matter to come before said meeting
13. Adjournment

1. Call to order

Chairman Maikowski called the meeting to order at 5:30 p.m.

2. Public Participation

Vice Chairman O'Brien noted while there were no public participation speaking, there were approximately 45 members of the Bristol Fire Department present in the audience.

3. **Reorganization of the Board**

Chairperson Maikowski opened the floor for nominations for Vice Chairman of the Board.
Mayor Caggiano made a motion seconded by Commissioner Mace
"To nominate Marie O'Brien as Vice Chairman of the Board of Finance."
Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

Vice Chairman O'Brien opened the floor for nominations for Chairman of the Board.
Commissioner O'Brien made a motion seconded by Mayor Caggiano
"To nominate Dave Maikowski as Chairman of the Board of Finance."
Following a voice vote in which there was no opposition, the Vice Chairman declared the motion carried.

4. **Consent Agenda**
    a. **Approval of Minutes: Regular Meetings– December 19, 2023**
    b. **Approval of 2024 Budget Meeting Calendar**
    c. **Purchasing: Quarterly Update on the Local Bidding Preference- December 31, 2023**
    d. **Code Enforcement: Additional appropriation of $7,861 within the Special Grants and Donations Fund**
    e. **Police Department: Additional appropriation of $55,018 within the Special Grants and Donations Fund**
    f. **ARP Task Force: To rescind appropriations totaling $20,616 within the Coronavirus Recovery Fund**
    g. **Disability Commission: Additional appropriation totaling $1,270 within the Special Grants and Donations Fund**
    h. **BOE: Additional appropriation totaling $692,309 within the Special Education Grant Fund**
    i. **ECD:**
        i. **To place on file the Economic and Community Development grant incentives**
        ii. **Transfer $40,000 within the Community Development Block Grant Fund**
        iii. **Transfer totaling $16,562 within the Community Development Block Grant Fund**

Commissioner O'Brien made a motion seconded by Mayor Caggiano
"To approve the consent agenda and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."
Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

5. **Board of Education:**
    a. **Additional appropriation of $13,306,035 within the Capital Project – Schools Fund**

Commissioner Peterson made a motion seconded by Commissioner Burns
"To make an additional appropriation of $13,306,035 within the Capital Projects – Schools Fund for Northeast Middle School Project and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."
Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

b. Resolution appropriation an additional $13,306,035 for the Northeast Middle School Project

Mayor Caggiano made a motion seconded by Commissioner Mace
"To approve a resolution appropriating an additional $13,306,035 for the Northeast Middle School Project for an aggregate appropriation of $102,375,000, to waive the reading of said resolution and the full text of the resolution as presented at this meeting to be incorporated into and made a part of the minutes of this meeting and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Commissioner O'Brien:	Yes	Commissioner Peterson:	Yes
Commissioner Heiser:	Yes	Mayor Caggiano:	Yes
Commissioner Mace:	Yes	Commissioner Kazemekas:	Yes
Commissioner Burns:	Yes	Chairman Maikowski:	Yes
Commissioner Whitford:	Yes		

Following a roll call vote in which there was no opposition, the Chairperson declared the motion carried.

RESOLUTION APPROPRIATING AN ADDITIONAL $13,306,035 FOR THE NORTHEAST MIDDLE SCHOOL PROJECT FOR AN AGGREGATE APPROPRIATION OF $102,375,000

RESOLVED,

(a) That, pursuant to Section 25 of the City Charter, the Board of Finance of the City of Bristol hereby determines that it is necessary to undertake the design and construction of a new, approximately 130,000 sf. Northeast Middle School, at the current site, 530 Stevens Street.

(b) That the sum of THIRTEEN MILLION THREE HUNDRED SIX THOUSAND THIRTY-FIVE DOLLARS ($13,306,035) is appropriated therefor, in addition to $89,068,965 previously appropriated for the project, for an aggregate appropriation of $102,375,000.

(c) The $102,375,000 appropriation may be spent for design costs, architect, engineering or other consultant fees, acquisition and installation costs, equipment, materials, construction costs, site improvements, consultant fees, net interest on borrowings and other financing costs, and other expenses related to the project. The Board of Finance, subject to the approval by a Joint Meeting of the City Council and Board of Finance, may reduce or modify the scope of the project if funds are insufficient to complete the entire project, and the entire appropriation may be spent on the project as so reduced or modified. The appropriation is subject to the approval by a Joint Meeting of the City Council and Board of Finance.

(d) The $102,375,000 appropriation shall be funded from borrowing less any grants received to defray the appropriation.

c. Resolution authorizing the issuance of bonds, notes or other obligations in the amount of $13,306,035 to finance the appropriation for the Northeast Middle School Project

Commissioner Mace made a motion seconded by Commissioner O'Brien
"To approve a resolution authorizing the issuance of bonds, notes or other obligations in the amount of $13,306,035 to finance the appropriation for the Northeast Middle School Project for an aggregate borrowing authorization of $102,375,000, to waive the reading of said resolution and the full text of the resolution as presented at this meeting to be incorporated into and made a part of the minutes of this meeting and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Commissioner O'Brien:	Yes	Commissioner Peterson:	Yes
Commissioner Heiser:	Yes	Mayor Caggiano:	Yes
Commissioner Mace:	Yes	Commissioner Kazemekas:	Yes
Commissioner Burns:	Yes	Chairman Maikowski:	Yes
Commissioner Whitford:	Yes		

Following a roll vote in which there was no opposition, the Chairperson declared the motion carried.

RESOLUTION AUTHORIZING THE ISSUANCE OF BONDS, NOTES OR OTHER OBLIGATIONS IN THE AMOUNT OF $13,306,035 TO FINANCE THE APPROPRIATION FOR THE NORTHEAST MIDDLE SCHOOL PROJECT, FOR AN AGGREGATE BORROWING AUTHORIZATION OF $102,375,000

RESOLVED,

(a) That under the authority of and in compliance with the City Charter and any other acts of the General Assembly of the State of Connecticut thereto enabling, the Board of Finance of the City of Bristol hereby determines that it is necessary to issue bonds, notes or obligations in the principal sum of THIRTEEN MILLION THREE HUNDRED SIX THOUSAND THIRTY-FIVE DOLLARS ($13,306,035) in addition to the $89,068,965 previously authorized for the project, for an aggregate borrowing authorization of ONE HUNDRED TWO MILLION THREE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS ($102,375,000) to finance the appropriation for the design and construction of a new, approximately 130,000 sf. Northeast Middle School, at the current site, 530 Stevens Street, if approved by a Joint Meeting of the City Council and the Board of Finance. The bonds or notes shall be issued pursuant to Section 25 of the Charter of the City of Bristol and Sections 7-369 and 10-289 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the City secured by the irrevocable pledge of the full faith and credit of the City.

(b) That the City issue and renew temporary notes or obligations from time to time in anticipation of the receipt of the proceeds from the sale of the bonds, notes or obligations for the project. The amount of the notes outstanding at any time shall not exceed ONE HUNDRED TWO MILLION THREE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS ($102,375,000). The notes shall be issued pursuant to Section 25 of the Charter of the City of Bristol and Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the City and shall be secured by the irrevocable pledge of the full faith and credit of the City. The City shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.

(c) That the Mayor or Acting Mayor of the City shall sign any bonds or notes by their manual or facsimile signatures. The bonds or notes shall be countersigned by the manual or facsimile signature of the Agent or Vice Agent of the Board of Finance. The Comptroller's approval of the bonds or notes shall be evidenced by his manual or facsimile signature. The law firm of Pullman & Comley, LLC is designated as bond counsel to approve the legality of the bonds or notes. The Mayor or Acting Mayor and the Agent or Vice Agent of the Board of Finance are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the City in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.

(d) That the City hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 and, if applicable, pursuant to Section 54A(d) of the Internal Revenue Code of 1986, as amended, that project costs may be paid from temporary advances of available funds and that the City reasonably expects to reimburse any such advances from the proceeds of borrowings, including qualified tax credit bonds, in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Mayor or Acting Mayor and the Agent or Vice Agent of the Board of Finance are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the City pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

(e) That the Mayor or Acting Mayor and the Agent or Vice Agent of the Board of Finance and the Comptroller, or any two of them, are authorized to make representations and enter into written agreements for the benefit of holders of the bonds or notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes.

d. Request for a Bid Waiver to Tina Rose Produce LLC

Commissioner Whitford made a motion seconded by Commissioner
"To approve a bid waiver to Tina Rose Produce for the Board of Education's Fresh Fruits and Vegetable Program."

Mayor Caggiano questioned if there was a state contract or if this could go out to bid. Dr. Carbone explained there is only one company that can offer this for the school system. Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

e. Budget Update

Lynn Boisvert, gave the update for the Board of Education.The financial snapshot for December in FY24 indicates an available balance of $9,976,492.01. As is typical for this time of year, the budget balance is affected by the expenses of Special Education. However, the BOE expects to receive the first installment of the Excess Cost grant in February, which will stabilize these costs. This trend of increased expenses at this time of year has been observed in previous years. A budget freeze was instituted and they will continue to monitor expenditures across all departments.

The cafeteria program is successfully operating with a snapshot balance of $970,340 dollars as of the end of the month. 39,563 breakfasts, 81,615 lunches, and 812 afterschool program snacks were served in December.

As of January 1, 2024, 1,810 of the 8,063 enrolled Bristol students are identified as requiring Special Education programming. This enrollment reflects 22.45% of the total BPS student population. As of January 1st, 120 students with disabilities required out-of-district placements at private special education school programs. There are 80 students requiring special education programming services at other public out-of-district schools, including magnet schools.

During the month of December 2023, 21% of newly registered students were identified as students with special education programming needs at the time of registration. None of the newly enrolled students during the month of December received their programs and services at out-of-district special education school programs.

During the month of December, there were 33 211 and 9 911 calls.

BCHS Student activity account began with a 180,220.46 balance and has $60,836.40 in expenses and $100,790.81 in receipts through 12-31-2023. The ending account balance is $220,174.87. The BCHS Athletics account began with a 54,463.95 balance with 39,745.03 in expenses and $32,160.11 in receipts through 12-31-2023. The ending account balance is $46,879.03.

BEHS Student activity account began with a 161,345.00 balance and has $49,094.35 in expenses and $81,839.12 in receipts through 12-31-2023. The ending account balance is $194,089.77. The BEHS Athletics account began with a $12,489.69 balance with $22,052.45 in expenses and $10,247.61 in receipts through 12-31-2023. The ending account balance is $684.85.

Mayor Caggiano questioned the total delta now that the student activity fees are not collected, if there was a clear accounting. Lynn stated that would be discussed tonight at the Budget Hearing.

6. **PRYCS: Approval to increase Petty Cash by $50 for Arts & Culture**

Commissioner Kazemekas made a motion seconded by Mayor Caggiano
"To approve an increase of $50 to PRYCS – Arts & Culture Petty Cash for a total of $100."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

7. **Fire Department:**
    a. **Additional appropriation of $1,720,000 within the Capital Projects Fund**

Commissioner O'Brien made a motion seconded by Mayor Caggiano
"To make an additional appropriation of $1,720,000 within the Capital Projects Fund for the Fire Station Number 3 Project and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Chairman Maikowski stated the Firehouse 3 Building Committee has worked very hard to come up with a building that will suit the needs of the City and Fire Department.
Ray Rogozinski, Director of Public Works stated the request is based on estimates the architect has come up with, however Public Works also hired an independent firm to estimate costs, which were in line with these cost estimates and supports this additional increase.

Sean Moore, 223 Hollyberry Road, Chairman of Firehouse 3, discussed how the Committee has done their due diligence. The size of the original proposed building has been reduced, as well as 15 other original items that were proposed have been removed. Most of this increase is due to the increase in materials and other costs, not a result of the scope of the project. Commissioner Peterson questioned if the reduction resulted in any lost functionality. The third bay allows the Firehouse to operate efficiently.

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

b. Resolution appropriation an additional $1,720,000 for the Fire Station Number 3 Project

Commissioner Mace made a motion seconded by Commissioner O'Brien
"To approve a resolution appropriating an additional $1,720,000 for the Fire Station Number 3 Project for an aggregate appropriation of $8,770,000, to waive the reading of said resolution and the full text of the resolution as presented at this meeting to be incorporated into and made a part of the minutes of this meeting and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Commissioner O'Brien:	Yes	Commissioner Peterson:	Yes
Commissioner Heiser:	Yes	Mayor Caggiano:	Yes
Commissioner Mace:	Yes	Commissioner Kazemekas:	Yes
Commissioner Burns:	Yes	Chairman Maikowski:	Yes
Commissioner Whitford:	Yes		

Following a roll vote in which there was no opposition, the Chairperson declared the motion carried.

RESOLUTION APPROPRIATING AN ADDITIONAL $1,720,000 FOR THE FIRE STATION NO. 3 PROJECT FOR AN AGGREGATE APPROPRIATION OF $8,770,000

RESOLVED,

(f) That, pursuant to Section 25 of the City Charter, the Board of Finance of the City of Bristol hereby determines that it is necessary to undertake improvements to Fire Station No. 3.

(g) That the sum of ONE MILLION SEVEN HUNDRED TWENTY THOUSAND DOLLARS ($1,720,000) is appropriated therefor, in addition to the $400,000 and $6,650,000 previously appropriated for the project, for an aggregate appropriation of $8,770,000.

(h) The $8,770,000 appropriation may be spent for land acquisition, easements, installation costs, equipment, materials, construction costs, site improvements, consultant fees, net interest on borrowings and other financing costs, and other expenses related to the project. The appropriation is subject to the approval by a Joint Meeting of the City Council and Board of Finance.

(i) The $8,770,000 appropriation shall be funded from borrowing less any grants received to defray the appropriation.

c. Resolution authorizing the issuance of bonds, notes or other obligations in the amount of $1,720,000 to finance the appropriation for the Fire Station Number 3 Project

Mayor Caggiano made a motion seconded by Commissioner Mace
"To approve a resolution authorizing the issuance of bonds, notes or other obligations in the amount of $1,720,000 to finance the appropriation for the Fire Station Number 3 Project for an aggregate borrowing authorization of $8,770,000, to waive the reading of said resolution and the full text of the resolution as presented at this meeting to be incorporated into and made a part of the minutes of this meeting and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Commissioner Whitford questioned how these projects would affect next year's budget.

Commissioner O'Brien:	Yes	Commissioner Peterson:	Yes
Commissioner Heiser:	Yes	Mayor Caggiano:	Yes
Commissioner Mace:	Yes	Commissioner Kazemekas:	Yes
Commissioner Burns:	Yes	Chairman Maikowski:	Yes
Commissioner Whitford:	Yes		

Following a roll vote in which there was no opposition, the Chairperson declared the motion carried.

RESOLUTION AUTHORIZING THE ISSUANCE OF BONDS, NOTES OR OTHER OBLIGATIONS IN THE AMOUNT OF $1,720,000 TO FINANCE THE APPROPRIATION FOR IMPROVEMENTS TO FIRE STATION NO. 3, FOR AN AGGREGATE BORROWING AUTHORIZATION OF $8,770,000

RESOLVED,

(j) That under the authority of and in compliance with the City Charter and any other acts of the General Assembly of the State of Connecticut thereto enabling, the Board of Finance of the City of Bristol hereby determines that it is necessary to issue bonds, notes or obligations in the principal sum of ONE MILLION SEVEN HUNDRED TWENTY THOUSAND DOLLARS ($1,720,000) in addition to the $400,000 and $6,650,000 previously authorized for the project, for an aggregate borrowing authorization of EIGHT MILLION SEVEN HUNDRED SEVENTY THOUSAND DOLLARS ($8,770,000) to finance the appropriation for improvements to Fire Station No. 3, if approved by a Joint Meeting of the City Council and the Board of Finance. The bonds or notes shall be issued pursuant to Section 25 of the Charter of the City of Bristol and Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the City secured by the irrevocable pledge of the full faith and credit of the City.

(k) That the City issue and renew temporary notes or obligations from time to time in anticipation of the receipt of the proceeds from the sale of the bonds, notes or obligations for the project. The amount of the notes outstanding at any time shall not exceed ONE MILLION SEVEN HUNDRED TWENTY THOUSAND DOLLARS ($1,720,000) in addition to the $400,000 and $6,650,000 previously authorized for the project, for an aggregate borrowing authorization of EIGHT MILLION SEVEN HUNDRED SEVENTY THOUSAND DOLLARS ($8,770,000). The notes shall be issued pursuant to Section 25 of the Charter of the City of Bristol and Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the City and shall be secured by the irrevocable pledge of the full faith and credit of the City. The City shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.

That the Mayor or Acting Mayor of the City shall sign any bonds or notes by their manual or facsimile signatures. The bonds or notes shall be countersigned by the manual or facsimile signature of the Agent or Vice Agent of the Board of Finance. The Comptroller's approval of the bonds or notes shall be evidenced by his manual or facsimile signature. The law firm of Pullman & Comley, LLC is designated as bond counsel to approve the legality of the bonds or notes. The Mayor or Acting Mayor and the Agent or Vice Agent of the Board of Finance are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the City in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.

That the City hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 and, if applicable, pursuant to Section 54A(d) of the Internal Revenue Code of 1986, as amended, that project costs may be paid from temporary advances of available funds and that the City reasonably expects to reimburse any such advances from the proceeds of borrowings, including qualified tax credit bonds, in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Mayor or Acting Mayor and the Agent or Vice Agent of the Board of Finance are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the City pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

That the Mayor or Acting Mayor and the Agent or Vice Agent of the Board of Finance and the Comptroller, or any two of them, are authorized to make representations and enter into written agreements for the benefit of holders of the bonds or notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes.

d. Discussion: Expansion of the Fire Department

Chief Hart gave a presentation on the BFD Ladder 2 staffing. He discussed the demographics of Bristol, and justifications for the request of 16 additional firefighters referencing NFPA and OSHA standards. The Fire Department's responsibility is to comply with all OSHA standards and provide a workplace that is free from recognized hazards. Chief Hart discussed development in Bristol recently and coming on line in the near future, as well as Insurance Service Office (ISO) ratings. The Fire Department plans to apply for SAFER grant to cover the salary expenses for the first three years of these new positions which totals approximately $3.4 million in wages. Eligible grant costs are salary and associated benefits (actual payroll expenses) for the positions funded under the SAFER grant are eligible. Costs are reimbursable if they are included as part of the standard package, available to all operational firefighter positions, contractually obligated, and reimbursed via payroll. Discussion was held on the presentation.

Commissioner Whitford questioned the type of fires and trends Bristol is seeing. Chief Hart explained incidents numbers have increased as the Fire Department now responds to all motor vehicle accidents.

Commissioner O'Brien questioned the cost of the 16 firefighters with pension for the lifetime, for the total all in cost for all firefighters. Mayor Caggiano questioned how many cities and towns in CT how an ISO Rating of 1 and 2. Commissioner Mace questioned is there any savings on the liability insurance savings side.

Commissioner Heiser questioned the candidate pool for 16 firefighters. Chief Hart explained there is a firefighter eligibility list currently in place, Bristol is a great place to work, recruitment is down state wide, but turnover is very low in Bristol, as most people do not leave once hired in the Fire Department.

8. **Liaison Reports**

Marie O'Brien gave an update on the Parks Commission and the Rockwell Theatre.

9. **Chairman's Report**

Chairman Maikowski stated Budget Hearings will start on February 21, the grand list increase of approximately $__ will generate approximately only $500,000 in revenue increase. There will be growth in the next few years, but not this next year. Diane stated there is about $4-$5 million in revenue losses, including the Motor Vehicle Transition Grant, $1.349 million of the BOE surplus that was used, and Debt Service was projected to increase $1 million. Commissioner Whitford questioned if there was a maximum increase, Diane explained there isn't a City cap, but State spending cap of 2.5% or the City loses State funding.

10. **New Business**

None

11. **Old Business**

Commissioner Whitford shared a graph he created of pension benefits paid and discussion was held on the trends he is seeing with the pension payouts. Diane explained there were assumptions changes over the past few years which would affect these numbers. The demographics need to be considered as well. It was asked if any one had specific questions for Milliman for the workshop being held on February 8th. A question was also raised as to if people retiring at a higher benefit than what Milliman had estimated with and what factors caused them to miss projections in 2023?

Commissioner O'Brien questioned what the assumptions are, and what the variance around the assumptions.

12. **Any other matter to come before said meeting**

None

13. **Adjournment**

Mayor Caggiano made a motion seconded by Commissioner O'Brien

"To adjourn at 7:50 p.m."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

Attest:

Diane M. Waldron
Board of Finance Clerk