

May 20, 2024

The Joint Meeting of the City Council and Board of Finance was held on May 20, 2024 in the City Hall Council Chambers, 111 N Main Street at 5:30 p.m. Present: Mayor Caggiano; Council Members Howe, Olsen, Panioto, Rosengren, Thibeault and Tyler; Commissioners Burns, Heiser, Maikowski, Massarelli, and O'Brien. Absent: Commissioners Mace, Peterson and Whitford.

1. TO ADOPT THE CAPITAL BUDGET FOR FISCAL YEAR 2024-2025 TOTALING \$11,063,910.

Board of Finance approval presented.

On motion of Council Member Thibeault and seconded by Council Member Howe, it was voted: To adopt the Capital Budget for fiscal year 2024-2025 totaling \$11,063,910.

A roll call vote was taken.

<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Mayor Caggiano		
Council Member Howe		
“ ”	Olsen	
“ ”	Panioto	
“ ”	Rosengren	
“ ”	Thibeault	
“ ”	Tyler	
Commissioner Burns		
“ ”	Heiser	
“ ”	Maikowski	
“ ”	Massarelli	
“ ”	O'Brien	

CAPITAL BUDGET ADOPTED: YES – 12; NO – 0; ABSTAIN – 0.

2. ADOPTION OF BUDGET ESTIMATE FOR THE INTERNAL SERVICE FUND FOR FISCAL YEAR 2024-2025 TOTALING \$50,045,520; \$3,746,125 FOR THE NEW SELF-INSURED WORKERS' COMPENSATION FUND; AND \$46,299,395 FOR THE HEALTH BENEFITS FUND.

Board of Finance approval presented.

On motion of Council Member Olsen and seconded by Council Member Rosengren, it was unanimously voted: To adopt the budget estimate for the Internal Service Fund for fiscal year 2024-2025 totaling \$50,045,520; \$3,746,125 for the New Self-Insured Workers' Compensation Fund; and \$46,299,395 for the Health Benefits Fund.

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3. ADOPTION OF BUDGET ESTIMATE FOR THE BRISTOL WATER DEPARTMENT TOTALING \$11,238,899.

Board of Finance approval presented.

On motion of Council Member Panioto and seconded by Council Member Thibeault, it was unanimously voted: To adopt the budget estimate for the Bristol Water Department totaling \$11,238,899.

4. ADOPTION OF BUDGET ESTIMATE FOR SOLID WASTE DISPOSAL FUND FOR FISCAL YEAR 2024-2025 TOTALING \$1,777,280.

Board of Finance approval presented.

On motion of Council Member Rosengren and seconded by Council Member Thibeault, it was unanimously voted: To adopt the budget estimate for the Solid Waste Disposal Fund for fiscal year 2024-2025 totaling \$1,777,280.

5. ADOPTION OF BUDGET ESTIMATE FOR THE SEWER OPERATING AND ASSESSMENT FUND FOR FISCAL YEAR 2024-2025 TOTALING \$7,471,340.

Board of Finance approval presented.

On motion of Council Member Olsen and seconded by Council Member Howe, it was unanimously voted: To adopt the budget estimate for the Sewer Operating and Assessment Fund for fiscal year 2024-2025 totaling \$7,471,340.

6. ADOPTION OF BUDGET ESTIMATE FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUND FOR FISCAL YEAR 2024-2025 TOTALING \$1,129,090, CONSISTING OF \$588,210 IN ENTITLEMENT FUNDS; \$20,000 IN REPROGRAMMED CDBG FUNDS; \$485,880 TRANSFERRED FROM THE GENERAL FUND; AND \$35,000 IN PROGRAM INCOME.

Board of Finance approval presented.

On motion of Council Member Rosengren and seconded by Council Member Thibeault, it was unanimously voted: To adopt the budget estimate for the Community Development Block Grant Fund for fiscal year 2024-2025 totaling \$1,129,090 consisting of \$588,210 in Entitlement funds; \$20,000 in reprogrammed CDBG funds; \$485,880 transferred from the General Fund; and \$35,000 in Program Income.

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7. ADOPTION OF BUDGET ESTIMATE FOR THE PINE LAKE ADVENTURE PARK FUND FOR FISCAL YEAR 2024-2025 TOTALING \$51,750.

Board of Finance approval presented.

On motion of Council Member Thibeault and seconded by Council Member Howe, it was unanimously voted: To adopt the budget estimate for the Pine Lake Adventure Park Fund for fiscal year 2024-2025 totaling \$51,750.

8. ADOPTION OF BUDGET ESTIMATE FOR THE ARTS & CULTURE FUND FOR FISCAL YEAR 2024-2025 TOTALING \$299,630.

Board of Finance approval presented.

On motion of Council Member Thibeault and seconded by Council Member Rosengren, it was unanimously voted: To adopt the budget estimate for the Arts & Culture Fund for fiscal year 2024-2025 totaling \$299,630.

9. ADOPTION OF BUDGET ESTIMATE FOR THE POLICE PRIVATE DUTY FUND FOR FISCAL YEAR 2024-2025 TOTALING \$1,897,500.

Board of Finance approval presented.

On motion of Council Member Tyler and seconded by Council Member Olsen, it was unanimously voted: To adopt the budget estimate for the Police Private Duty Fund for fiscal year 2024-2025 totaling \$1,897,500.

10. ADOPTION OF BUDGET ESTIMATE FOR THE SCHOOL LUNCH PROGRAM FOR FISCAL YEAR 2024-2025 TOTALING \$5,372,630.

Board of Finance approval presented.

On motion of Council Member Rosengren and seconded by Council Member Thibeault, it was unanimously voted: To adopt the budget estimate for the School Lunch program for fiscal year 2024-2025 totaling \$5,372,630.

11. ADOPTION OF BUDGET ESTIMATE FOR THE TRANSFER STATION FUND FOR FISCAL YEAR 2024-2025 TOTALING \$921,110.

Board of Finance approval presented.

On motion of Council Member Thibeault and seconded by Council Member Rosengren, it was unanimously voted: To adopt the budget estimate for the Transfer Station Fund for fiscal year 2024-2025 totaling \$921,110.

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12. ADOPTION OF BUDGET ESTIMATE FOR THE ROAD IMPROVEMENTS FUND FOR FISCAL YEAR 2024-2025 TOTALING \$5,800,090.

Board of Finance approval presented.

On motion of Council Member Howe and seconded by Council Member Thibeault, it was unanimously voted: To adopt the budget estimate for the Road Improvements Fund for fiscal year 2024-2025 totaling \$5,800,090.

13. ADOPTION OF GENERAL FUND BUDGET ESTIMATE FOR FISCAL YEAR 2024-2025 TOTALING \$229,115,085.

Board of Finance approval presented.

Board of Finance Chairperson David Maikowski delivered the following budget message:

“To the Mayor, City Council, Citizens and Taxpayers of Bristol:

On behalf of the members of the Bristol Board of Finance, I present its recommended budget for the 2024-2025 fiscal year for adoption by the Joint Meeting of the City Council and Board of Finance as mandated by Section 25(l) of the Charter of the City of Bristol.

The Board of Finance recommended budget for 2024-2025 is \$229,115,085 and represents a 2.82% increase from the City’s 2023-2024 budget. Comprised of both fixed and non-fixed components, it is the result of information and data presented by City Departments, working with their respective Boards and Commissions. In addition, there was a comprehensive and deliberative process for the City’s Capital Improvement Program. The Mayor’s Capital and Strategic Planning Committee approved several projects that will insure the continued operation of the City’s infrastructure and capital assets along with the development and expansion of others such as storm drainage replacement on O’Sullivan Drive, air quality commissioning and security upgrades at the schools, renovations to the Senior Center facility and park improvements. Additionally, Departmental cooperation and collaboration has expanded resulting in operational economies.

Overall, the Grand List increased 0.35%. While real estate property values and personal property increased 0.7% and 5.2% respectively, there was a 6.3% decrease in motor vehicles which offsets the majority of real estate and personal property growth. Overall, the increase in the grand list generates an estimated \$563,500 in additional revenue at the 2023-2024 30.35 mill rate. This is the lowest revenue generated from growth in the grand list the City has realized in the last six years. Most recently this compares to \$6.2 million and \$2.5 million in revenue growth from the grand list in 2023 and 2024, respectively.

Expenditure changes from 2024-2025 are as follows:

- *General City increased \$3.08 million or 3.75%.*
- *Debt Service and Capital Transfers increased \$1.09 million or 7.94%*
- *Education increased \$2.10 million or 1.65%*

Revenue

Revenue estimates have been adjusted slightly in the areas of Investment Income, Building Permits and Conveyance fees but otherwise remain relatively constant with 2023-2024 with one major exception

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relative to State grants which is estimated to decrease \$3,769,835 or -7.91%. As the City's mill rate decreased to 30.35 for 2023-2024 as a result of revaluation, the City will not receive the Motor Vehicle Transition Grant in 2024-2025 as the mill rate fell below the 32.46 mill rate cap for Motor Vehicles. This grant was to help mitigate the transition to the lower motor vehicle cap. As mentioned, the City's Grand List increase will generate only approximately \$563,500 in tax revenue. To balance the budget the mill rate for July 1, 2024 will increase 1.5 mills to 31.85 or 4.94%. The Board of Finance is recommending that Motor Vehicles be taxed at the state mandated 32.46 mill rate.

Mill Rate Stabilization reserve funds in the amount of \$2,000,000 is recommended to be used to offset the 2024-2025 budget.

Chairman's Notes

The expectation for 2024- 2025 is that the City will continue to be fiscally sound. Its operational and fiscal management is both intuitive and proactive. Our downtown that has laid fallow for years, is now seeing signs of life. The Wheeler Clinic's new 40,000 square foot headquarters is close to completion. The first phase of the Carrier's downtown development, Center Square Village, is well underway and will not only bring housing to downtown, but also new restaurants and retail space. By utilizing the city's ARPA funds wisely, we have seen BristolWorks and the Bristol Bazar open, and shortly we will also see the expansion of BARC downtown. These new developments will create a buzz of activity and life that the city has not seen in years. Development has not been limited to just downtown. Again, utilizing ARPA funds, we were able to aid the development of the former Mohanna Family farm on Route 6 that will be home to a 26,000 square foot ProHealth facility along with two other businesses. These are just a couple of examples of economic growth in the city that will generate additional tax revenue in future years. The renovated City Hall will benefit the governance function as well as all citizens. However, it will continue to be absolutely necessary for City leaders to be extremely vigilant, initiate change to enhance the status quo and implement new policies and programs to benefit those who live and work here. We should be proud of what has been accomplished and we must be committed to continue to work together to make the City thrive.

Acknowledgements

The Board wishes to acknowledge those who played a significant role in the budgetary process beginning with City department heads and Board of Education Administrators who were asked to submit not only financial data for 2024-2025 but also long term goals and objectives.

To Diane Waldron, Comptroller, and her staff: Robin Manuele, Assistant Comptroller, Jodi McGrane, Assistant to the Comptroller, Jessica Pilgrim, Senior Accountant and JoAnn Martin, Budget & Accounting Assistant -- Thank you for your leadership, for providing current information, for expressing notes of caution when necessary and for your sage advice and counsel throughout the process.

A personal thank you to the members of the Board of Finance who continue to give freely of their time and talents throughout the entire year attending meetings, listening to and reviewing data, participating in discussions and making difficult decisions regarding the City's finances.

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Additionally, a thank you to the Mayor's Capital and Strategic Planning Committee for its work reviewing major capital requests, financing alternatives for the development of the Capital Budget, and presenting recommendations to be included in the capital budget.

Respectfully submitted,

*David Maikowski
Board of Finance Chairperson"*

On motion of Council Member Rosengren and seconded by Commissioner Burns, it was unanimously voted: To adopt the General Fund budget estimate for fiscal year 2024-2025 totaling \$229,115,085.

A roll call vote was taken.

<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Mayor Caggiano		
Council Member Howe		
" "	Olsen	
" "	Panioto	
" "	Rosengren	
" "	Thibeault	
" "	Tyler	
Commissioner Burns		
" "	Heiser	
" "	Maikowski	
" "	Massarelli	
" "	O'Brien	

GENERAL FUND BUDGET ADOPTED: YES – 12; NO – 0; ABSTAIN – 0.

The Mayor declared the budget adopted.

14. TAX RATE SET AT 31.85 MILLS FOR REAL ESTATE & PERSONAL PROPERTY AND 32.46 MILLS FOR MOTOR VEHICLE AS RECOMMENDED BY THE BOARD OF FINANCE.

Board of Finance approval presented.

On motion of Commissioner Maikowski and seconded by Council Member Olsen, it was unanimously voted: To set the tax rate at 31.85 mills for Real Estate & Personal Property and 32.46 mills for Motor Vehicle as recommended by the Board of Finance.

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A roll call vote was taken.

<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Mayor Caggiano		
Council Member Howe		
“ ”		Olsen
“ ”		Panioto
“ ”		Rosengren
“ ”		Thibeault
“ ”		Tyler
Commissioner		Burns
“ ”		Heiser
“ ”		Maikowski
“ ”		Massarelli
“ ”		O’Brien

TAX RATE ADOPTED: *YES – 12; NO – 0; ABSTAIN – 0*

**15. MAYOR OR ACTING MAYOR AND CHAIRPERSON OF BOARD OF
FINANCE AUTHORIZED TO SIGN NECESSARY RATE BOOKS.**

Board of Finance approval presented.

On motion of Council Member Rosengren and seconded by Commissioner Burns, it was unanimously voted: That the Mayor or Acting Mayor and the Chairperson of the Board of Finance be authorized to sign the necessary rate books for the Tax Collector.

A roll call vote was taken.

<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Mayor Caggiano		
Council Member Howe		
“ ”		Olsen
“ ”		Panioto
“ ”		Rosengren
“ ”		Thibeault
“ ”		Tyler
Commissioner		Burns
“ ”		Heiser
“ ”		Maikowski
“ ”		Massarelli
“ ”		O’Brien

MOTION ADOPTED: *YES – 12; NO – 0; ABSTAIN – 0*

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- 16. ADOPTION OF SINGLE INSTALLMENT TAX PAYMENT FOR PROPERTY TAX DUE IN AN AMOUNT OF \$100 OR LESS PAYABLE JULY 1, 2024 AND TWO INSTALLMENTS BASED ON PROPERTY TAX DUE IN AN AMOUNT GREATER THAN \$100 PAYABLE ON JULY 1, 2024 AND JANUARY 1, 2025.**

Board of Finance approval presented.

On motion of Council Member Rosengren and seconded by Council Member Thibeault, it was unanimously voted: To adopt a single installment tax payment for property tax due in an amount of \$100 or less payable on July 1, 2024 and two installments based on a property tax due in an amount greater than \$100 payable on July 1, 2024 and January 1, 2025.

- 17. ADOPTION OF SINGLE INSTALLMENT TAX PAYMENT FOR MOTOR VEHICLES IN 2024-2025 FISCAL YEAR TO BE PAYABLE JULY 1, 2024.**

Board of Finance approval presented.

On motion of Commissioner O'Brien and seconded by Council Member Thibeault, it was unanimously voted: To adopt a single installment tax payment for motor vehicles in the 2024-2025 fiscal year to be payable July 1, 2024.

- 18. NO OTHER BUSINESS.**

- 19. ADJOURNMENT.**

At 5:53 p.m., on motion of Council Member Thibeault and seconded, it was unanimously voted: To adjourn.

ATTEST: _____
Merina Bigos
Deputy Town and City Clerk