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

A regular meeting of the Board of Finance was held on Tuesday, July 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, Vice Chairperson Marie O'Brien, Commissioners Bill Campion, Nicolle Duquette, Glenn Heiser, Jon Mace, Mike Massarelli and Mark Peterson. Also present from the Comptroller's Office: Diane Waldron and Robin Manuele.

1. **Call to order**
2. **Public Participation**
3. **Consent Agenda:**
    a. **Approval of Minutes: Regular Meetings – June 25, 2024**
    b. **Purchasing: Quarterly Update on the Local Bidding Preference- June 30, 2024**
    c. **Code Enforcement: Additional appropriation totaling $11,933 within the Code Enforcement operating budget**
    d. **Public Works: Additional appropriation of $27,327 within the Public Works operating budget**
    e. **PRYCS: Additional appropriation of $22,803 within the PRYCS operating budget as of June 30, 2024**
    f. **Aging:**
        1. **Additional appropriation of $1,553 within the Special Grants and Donations Fund**
        2. **Additional appropriation of $800 within the Special Grants and Donations Fund as of June 30, 2024**
        3. **Transfer of $1,500 within the Aging operating budget as of June 30, 2024**
    g. **Police Department:**
        1. **Additional appropriation totaling $38,675 within the Special Grants and Donations Fund as of June 30, 2024**
        2. **Additional appropriation totaling $65,955 within the Drug Asset Forfeiture Fund as of June 30, 2024**
        3. **Additional appropriation of $44,767 within the Special Grants and Donations Fund**
4. **Board of Education:**
    a. **Budget Update**
5. **Comptroller's Office:**
    a. **Resolution appropriating $1,200,000 for indoor air quality commissioning**
    b. **Resolution authorizing the issuance of bonds or notes in the amount of $1,200,000 for indoor air quality commissioning**
    c. **Resolution appropriating $950,000 for school security upgrades district wide**
    d. **Resolution authorizing the issuance of bonds or notes in the amount of $2,000,000 for school security upgrades district wide**
    e. **Resolution appropriating $2,638,910 for renovation of the senior center facility – BBHD Office Space**
    f. **Resolution authorizing the issuance of bonds or notes in the amount of $2,638,910 for renovation of the senior center facility – BBHD Office Space**
    g. **Resolution appropriating $1,775,000 for the replacement of the Lake Avenue Culvert at Mix Street/Brook Street Project**

h. **Resolution authorizing the issuance of bonds or notes in the amount of $950,000 for the replacement of the Lake Avenue Culvert at Mix Street/Brook Street Project**

6. **Opioid Task Force:**
   a. **Additional appropriation of $86,000 within the Special Grants and Donations Fund**
7. **Committee Reports:**
   a. **Banking & Audit Committee – July 10, 2024**
8. **Liaison Reports**
9. **Chairman's Report**
10. **New Business**
11. **Old Business**
12. **Adjournment**

1. **Call to order**

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

Chairman Maikowski welcomed the two new members, Bill Campion and Nicolle Duquette to the Board of Finance.

2. **Public Participation**

None.

3. Consent Agenda:
   a. Approval of Minutes: Regular Meetings – June 25, 2024
   b. Purchasing: Quarterly Update on the Local Bidding Preference- June 30, 2024
   c. Code Enforcement: Additional appropriation totaling $11,933 within the Code Enforcement operating budget
   d. Public Works: Additional appropriation of $27,327 within the Public Works operating budget
   e. PRYCS: Additional appropriation of $22,803 within the PRYCS operating budget as of June 30, 2024
   f. Aging:
      1. Additional appropriation of $1,553 within the Special Grants and Donations Fund
      2. Additional appropriation of $800 within the Special Grants and Donations Fund as of June 30, 2024
      3. Transfer of $1,500 within the Aging operating budget as of June 30, 2024
   g. Police Department:
      1. Additional appropriation totaling $38,675 within the Special Grants and Donations Fund as of June 30, 2024
      2. Additional appropriation totaling $65,955 within the Drug Asset Forfeiture Fund as of June 30, 2024

3. Additional appropriation of $44,767 within the Special Grants and Donations 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.

4. Board of Education:
a. Budget Update

Lynn Boisvert gave the budget update for the Board of Education. On June 30, 2024, the general fund balance was ($4,813,509.81) which is 4% over budget. As discussed in the prior month's narratives, PO closures, and expenditure adjustments will continue. Most of the unanticipated expenditures are on special education costs. As of 7/05/2024, there are still 389 open purchase orders which most are for year-end events or are from the Special Education, transportation, and Maintenance Departments awaiting June invoices.

Expenditure adjustments to various grant sources and PO closures are still being processed through July and August with continued movement closer to budgeted numbers in most departments. The BOE will forecast a year-end amount in the coming weeks.

Lynn explained there are some grant expenditures which have not been fully expended which can be applied to the General Fund deficit. The numbers have to be in and certified by September 2nd. Chairman Maikowski asked if there was a plan for the future, which Lynn confirmed they are. She indicated that alternatives to hiring nurses through professional services is being evaluated. Last year there were 8 Special Education students who required full time nurses. Mayor Caggiano questioned the General Control Professional Fees, which Lynn confirmed the majority were Legal Fees expenses which are over budget.

The Cafeteria program has had an exceptionally successful year. As of the end of June, the snapshot balance shows a surplus of $784,154 that will carry over to FY2025. The 13 cafeterias have served 31,316 breakfasts, 59,982 lunches, and 117 after-school snacks.

The summer serving session, which started on June 24th and will run through August 16th, is in full swing at Bristol Central High School, Bristol Public Library, and Cambridge Park. West Bristols' program runs June 24th through August 8th. Regardless of their school enrollment, all children from birth through age 18 can receive a free breakfast and lunch each day we are open.

There was one transfer from coaching stipends to athletic supplies of $15,600 to cover the cost of soccer uniforms at BC and BE.

As of July 1, 2024, 1,840 of the 8,049 enrolled Bristol students are identified as requiring Special Education programming. This enrollment reflects 22.86% of the total BPS student population.

As of July 1st, 120 students with disabilities required out-of-district placements at private special education school programs. There are 83 students requiring special education programming services at other public out-of-district schools, including magnet schools.

During the month of June 2024, 3% of newly registered students were identified as students with special education programming needs at the time of registration.

No students who received their programming and services at an out-of-district special education program were enrolled in June. During the month of June, there were 18 211 and 7 911 calls.

At the end of June, the BCHS Student Activity Fund had an opening balance of $175,790.39, $275,313.67 in Expenditures, and $241,260.19 in Revenues, leaving a total balance of $141,736.91. Bristol Central Athletics's account began this year with a balance of $48,998.45. A total of $55,397.49 in expenses and $37,062.33 in revenues left a balance of $30,663.29.
The BEHS Student Activity Fund's opening balance was $157,634.44, with $201,103.64 in expenditures and $189,468.46 in Revenues, leaving a total balance of $145,999.26.
Bristol Eastern Athletics began this year with a $7,376.58 balance. A total of $27,798.06 in expenses and $22,804.52 in revenues left a balance of $2,383.04.

5. **Comptroller's Office:**
   a. **Resolution appropriating $1,200,000 for indoor air quality commissioning**
   b. **Resolution authorizing the issuance of bonds or notes in the amount of $1,200,000 for indoor air quality commissioning**
   c. **Resolution appropriating $950,000 for school security upgrades district wide**
   d. **Resolution authorizing the issuance of bonds or notes in the amount of $2,000,000 for school security upgrades district wide**
   e. **Resolution appropriating $2,638,910 for renovation of the senior center facility – BBHD Office Space**
   f. **Resolution authorizing the issuance of bonds or notes in the amount of $2,638,910 for renovation of the senior center facility – BBHD Office Space**
   g. **Resolution appropriating $1,775,000 for the replacement of the Lake Avenue Culvert at Mix Brook Project**
   h. **Resolution authorizing the issuance of bonds or notes in the amount of $950,000 for the replacement of the Lake Avenue Culvert at Mix Brook Project**

Mayor Caggiano made a motion seconded by Commissioner Mace
"In the absence of objection, I move the adoption in a single motion of the resolutions presented under items 5a, 5b, 5c, 5d, 5e, 5f, 5g, 5h, of the agenda of this meeting, making appropriations and authorizing borrowings for the following capital projects: Indoor Air Quality Commissioning, School Security Upgrades District Wide, Renovation of the Senior Center Facility – BBHD Office, and Replacement of the Lake Avenue Culvert at Mix Brook, the reading

of said resolutions into the minutes to be waived and the full texts of the resolutions 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 Mace	Yes	Commissioner Heiser	Yes
Commissioner Massarelli	Yes	Commissioner Duquette	Yes
Commissioner Campion	Yes	Commissioner Peterson	Yes
Commissioner O'Brien	Yes	Chairman Maikowski	Yes
Mayor Caggiano	Yes		

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

RESOLUTION APPROPRIATING $1,200,000 FOR INDOOR AIR QUALITY COMMISSIONING

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 repairs and improvements to indoor air quality (IAQ) mechanical equipment in schools in order to comply with new State requirements.

(b) That the sum of ONE MILLION TWO HUNDRED THOUSAND DOLLARS ($1,200,000) is appropriated therefor.

(c) The $1,200,000 appropriation may be spent for design costs, engineering or other consultant fees, repairs and improvements, acquisition and installation costs, equipment, materials, 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.

(d) The $1,200,000 appropriation shall be funded from borrowing less any grants received to defray the appropriation.

RESOLUTION AUTHORIZING THE ISSUANCE OF BONDS OR NOTES IN THE AMOUNT OF $1,200,000 FOR INDOOR AIR QUALITY COMMISSIONING

RESOLVED,

(a) That under 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 or notes in the principal sum of ONE MILLION TWO HUNDRED THOUSAND DOLLARS ($1,200,000) to finance the appropriation for the repairs and improvements to indoor air quality (IAQ) mechanical equipment in schools in order to comply with new State requirements, 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 from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed ONE MILLION TWO HUNDRED THOUSAND DOLLARS ($1,200,000). 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) 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.

RESOLUTION APPROPRIATING $950,000 FOR SCHOOL SECURITY UPGRADES DISTRICT WIDE

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 installation of new cameras and access controls in all schools to include interconnectibility in the district.

(b) That the sum of NINE HUNDRED FIFTY THOUSAND DOLLARS ($950,000) is appropriated therefor, in addition to a prior appropriation of $1,050,000, for an aggregate appropriation of $2,000,000.

(c) The aggregate $2,000,000 appropriation may be spent for design costs, engineering or other consultant fees, acquisition and installation costs, equipment, materials, 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.

(d) The aggregate $2,000,000 appropriation shall be funded from borrowing less any grants received to defray the appropriation.

RESOLUTION AUTHORIZING THE ISSUANCE OF BONDS OR NOTES IN THE AMOUNT OF $2,000,000 FOR SCHOOL SECURITY UPGRADES DISTRICT WIDE

RESOLVED,

(a) That under 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 or notes in the principal sum of TWO MILLION DOLLARS ($2,000,000) to finance the appropriation for the design and installation of new cameras and access controls in all schools to include interconnectibility in the district, 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 from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed TWO MILLION DOLLARS ($2,000,000). 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.

RESOLUTION APPROPRIATING $2,638,910 FOR RENOVATION OF THE SENIOR CENTER FACILITY – BBHD OFFICE SPACE

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 renovation of approximately 10,500 square feet of existing Board of Education classroom space located at the Senior Center for Health Department use, consisting in part of interior renovation, constructing an office entrance, converting existing student bathrooms to adult visitors' bathrooms, renovate existing bathrooms for staff, constructing private offices, meeting rooms, break room and installation of air conditioning, generator to support vaccine storage and specialized equipment/venting system.

(b) That the sum of TWO MILLION SIX HUNDRED THIRTY-EIGHT THOUSAND NINE HUNDRED TEN DOLLARS ($2,638,910) is appropriated therefor.

(c) The $2,638,910 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 appropriation is subject to the approval by a Joint Meeting of the City Council and Board of Finance.

(d) The $2,638,910 appropriation shall be funded from borrowing less any grants received to defray the appropriation.

RESOLUTION AUTHORIZING THE ISSUANCE OF BONDS OR NOTES IN THE AMOUNT OF $2,638,910 TO FINANCE RENOVATION OF THE SENIOR CENTER FACILITY – BBHD OFFICE SPACE

RESOLVED,

(a) That under 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 or notes in the principal sum of TWO MILLION SIX HUNDRED THIRTY-EIGHT THOUSAND NINE HUNDRED TEN DOLLARS ($2,638,910) to finance the appropriation for the renovation of the Senior Center Facility- BBHD office space, 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 from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed TWO MILLION SIX HUNDRED THIRTY-EIGHT THOUSAND NINE HUNDRED TEN DOLLARS ($2,638,910). 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.

RESOLUTION APPROPRIATING $1,775,000 FOR THE REPLACEMENT OF THE LAKE AVENUE CULVERT AT MIX BROOK PROJECT

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 to replace the existing 7 feet wide stone culvert on Lake Avenue at Mix Brook with a new precast concrete structure.

(f) That the sum of ONE MILLION SEVEN HUNDRED SEVENTY-FIVE THOUSAND DOLLARS ($1,775,000) is appropriated therefor, in addition to a prior appropriation of $125,000, for an aggregate appropriation of $1,900,000.

(c) The aggregate $1,900,000 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 appropriation is subject to the approval by a Joint Meeting of the City Council and Board of Finance.

(d) The $1,900,000 appropriation shall be funded from $950,000 in borrowing and $950,000 in State of Connecticut Local Bridge Program grant funds.

RESOLUTION AUTHORIZING THE ISSUANCE OF BONDS OR NOTES IN THE AMOUNT OF $950,000 FOR THE REPLACEMENT OF THE LAKE AVENUE CULVERT AT MIX BROOK PROJECT

RESOLVED,

(a) That under 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 or notes in the principal sum of NINE HUNDRED FIFTY THOUSAND DOLLARS ($950,000) to finance the appropriation for the design and construction to replace the existing 7 feet wide stone culvert on Lake Avenue at Mix Brook with a new precast concrete structure, 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 from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed NINE HUNDRED FIFTY THOUSAND DOLLARS ($950,000). 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.

6. Opioid Task Force:
   a. Additional appropriation of $86,000 within the Special Grants and Donations Fund

Commissioner Mace made a motion seconded by Mayor Caggiano
"To make an additional appropriation of $86,000 within the Special Grants and Donations Fund funded by the Opioid Settlement Funds and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Mayor Caggiano stated the triangle building on Prospect Street has been sold and will be developed, there is a paper street that has been home to a homeless encampment for a while at that location. The activity at that location has turned into a dangerous situation at the homeless encampment. The City and the developer are working together to clear up the property. Journey Home's model that other communities have used, provides housing in the Central CT area for up to one year rent. The program works by getting these individuals resources they need to get back on their feet. Funds from the opioid settlement have to be used for those with substance abuse issues which is verified to make sure the people being helped meet the criteria. There is risk involved in the program. Although it is a fairly new model it has been used in New Britain and Hartford in CT. Sarah Pavone discussed the Journey Home program and its success so far this year. State funds will be used first, if they are eligible for vouchers or housing funds.

Commissioner O'Brien commended the City for working with Journey Home stated this could be the start of a great partnership and pilot program.

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

7. Committee Reports:
a. Banking & Audit Committee – July 10, 2024

Commissioner Heiser made a motion seconded by Mayor Caggiano
"To accept the report of the Banking & Audit Committee from July 10, 2024 and place on file."

Chairman Maikowski gave the report of the Banking & Audit Committee. The Committee discussed issuing an RFP for Financial Advisory Services for bonding. The Committee also met with CLA to discuss the audit, preliminary field work which starts August 12, and continuing in October. Special Audits were discussed. Chairman Maikowski suggested the BOE for a special audit, to review their processes and procedures.

Mayor Caggiano made a motion seconded by Commissioner O'Brien
"To perform an operational review/audit of the BOE."

Commissioner O'Brien stated the auditors should be familiar with the State Department of Education. Commissioner Mace stated CLA has done many BOE audits and will put together a specialized team for the audit.

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

8. Liaison Reports

Commissioner Heiser gave the update on the NEMS Committee, three contractors were selected recently.

Commissioner O'Brien gave the report of the Library Board and indicated the Author Luncheon was announced.

9. Chairman's Report

None

10. New Business

None

11. Old Business

None

12. Adjournment

Mayor Caggiano made a motion seconded by Commissioner O'Brien

"To adjourn at 6:45 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