

September 10, 2024

The Joint Meeting of the City Council and Board of Finance was held on September 10, 2024 in the City Hall Council Chambers, 111 North Main Street at 6:46 p.m. Present: Mayor Caggiano; Council Members Dickau, Olsen, Panioto, Rosengren, Thibeault and Tyler; Commissioners Campion, Duquette, Mace, Maikowski and O'Brien. Absent: Commissioners Heiser, Massarelli and Peterson.

1. APPROVAL OF MINUTES OF REGULAR JOINT MEETING ON AUGUST 14, 2024.

On motion of Council Member O'Brien and seconded, it was unanimously voted: To approve the minutes of the regular Joint Meeting on August 14, 2024.

2. ADOPTION OF CONSENT CALENDAR.

On motion of Council Member Tyler and seconded it was voted: To remove from the Consent Calendar the item regarding a transfer of \$9,470 within the Capital Projects Fund for the Traffic Signal Video project.

On motion of Commissioner Maikowski and seconded, it was unanimously voted: To adopt the following nineteen items as part of the Consent Calendar.

3. \$43,405 ADDITIONAL APPROPRIATION WITHIN MANROSS MEMORIAL FUND FOR HVAC REPLACEMENT, APPROVED.

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Maikowski and seconded, it was unanimously voted: To make an additional appropriation of \$43,405 within the Manross Memorial Fund for HVAC replacement.

4. \$25,000 ADDITIONAL APPROPRIATION WITHIN SPECIAL GRANTS AND DONATIONS FUND FOR EMERGENCY OPERATIONS CENTER GRANT, APPROVED.

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Maikowski and seconded, it was unanimously voted: To make an additional appropriation of \$25,000 within the Special Grants and Donations Fund for the Emergency Operations Center grant.

5. \$7,500 ADDITIONAL APPROPRIATION WITHIN SPECIAL GRANTS AND DONATIONS FUND FUNDED BY HISTORIC DOCUMENTS PRESERVATION GRANT, APPROVED.

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Maikowski and seconded, it was unanimously voted: To make an additional appropriation of \$7,500 within the Special Grants and Donations Fund funded by the Historic Documents Preservation grant.

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6. \$3,664,441 ADDITIONAL APPROPRIATION WITHIN GENERAL FUND FUNDED BY SCHOOL READINESS GRANTS, APPROVED.

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Maikowski and seconded, it was unanimously voted: To make an additional appropriation totaling \$3,664,441 within the General Fund funded by School Readiness grants.

7. \$3,450 REDUCE APPROPRIATION WITHIN COMMUNITY DEVELOPMENT BLOCK GRANT FUND FOR CDBG GRANT AWARDS, APPROVED.

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Maikowski and seconded, it was unanimously voted: To reduce the appropriation by \$3,450 within the Community Development Block Grant Fund for CDBG Grant Awards.

8. \$12,218 TRANSFERS WITHIN COMMUNITY DEVELOPMENT BLOCK GRANT, APPROVED.

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Maikowski and seconded, it was unanimously voted: To make transfers totaling \$12,218 within the Community Development Block Grant.

9. \$21,284 ADDITIONAL APPROPRIATION WITHIN SPECIAL GRANTS AND DONATIONS FUND FOR COVANTA OUTREACH GRANT, APPROVED.

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Maikowski and seconded, it was unanimously voted: To make an additional appropriation of \$21,284 within the Special Grants and Donations Fund for Covanta Outreach grant.

10. \$30,000 TRANSFER WITHIN PUBLIC WORKS OPERATING BUDGET FOR ENGINEERING PART-TIME WAGES, APPROVED.

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Maikowski and seconded, it was unanimously voted: To transfer \$30,000 within the Public Works operating budget for engineering Part-Time wages.

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11. \$220,000 TRANSFER WITHIN CAPITAL PROJECTS FUND FOR JEROME AVENUE BRIDGE PROJECT, APPROVED.

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Maikowski and seconded, it was unanimously voted: To transfer \$220,000 within the Capital Projects Fund for the Jerome Avenue Bridge project.

12. \$25,000 ADDITIONAL APPROPRIATION WITHIN CAPITAL PROJECTS FUND FOR JEROME AVENUE BRIDGE PROJECT, APPROVED.

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Maikowski and seconded, it was unanimously voted: To make an additional appropriation of \$25,000 within the Capital Projects Fund for the Jerome Avenue Bridge project.

13. \$323,479 ADDITIONAL APPROPRIATION WITH SPECIAL GRANTS AND DONATIONS FUND FOR PRYCS FUNDED BY GRANTS AND DONATIONS, APPROVED.

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Maikowski and seconded, it was unanimously voted: To make an additional appropriation totaling \$323,479 within the Special Grants and Donations Fund for PRYCS funded by grants and donations.

14. \$21,000 ADDITIONAL APPROPRIATION WITHIN SPECIAL GRANTS AND DONATIONS FUND FOR JUVENILE DIVERSION GRANT, APPROVED.

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Maikowski and seconded, it was unanimously voted: To make an additional appropriation of \$21,000 within the Special Grants and Donations Fund for the Juvenile Diversion grant.

15. \$125,000 ADDITIONAL APPROPRIATION WITHIN SPECIAL GRANTS AND DONATIONS FUND FOR DRUG FREE COMMUNITIES GRANT, APPROVED.

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Maikowski and seconded, it was unanimously voted: To make an additional appropriation totaling \$125,000 within the Special Grants and Donations Fund for the Drug Free Communities Grant.

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16. \$278,000 TRANSFER WITHIN GENERAL FUND FOR SETTLEMENT OF FIRE LOCAL 733 CONTRACT, APPROVED.

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Maikowski and seconded, it was unanimously voted: To transfer \$278,000 within the General Fund for the settlement of the Fire Local 733 contract.

17. \$251,135 ADDITIONAL APPROPRIATION WITHIN SPECIAL GRANTS AND DONATIONS FUND FOR TWO COMMUNITY OUTREACH AND WELLNESS OFFICERS, APPROVED.

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Maikowski and seconded, it was unanimously voted: To make an additional appropriation totaling \$251,135 within the Special Grants and Donations Fund for two Community Outreach and Wellness Officers.

18. \$77,297 ADDITIONAL APPROPRIATION WITHIN CAPITAL NON-RECURRING FUND FUNDED BY INTEREST INCOME AS OF JUNE 30, 2024, APPROVED.

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Maikowski and seconded, it was unanimously voted: To make an additional appropriation of \$77,297 within the Capital Non-Recurring Fund funded by interest income as of June 30, 2024.

19. \$106,106 ADDITIONAL APPROPRIATION WITHIN CAPITAL PROJECTS FUND FUNDED BY INTEREST INCOME AS OF JUNE 30, 2024, APPROVED.

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Maikowski and seconded, it was unanimously voted: To make an additional appropriation of \$106,106 within the Capital Projects Fund funded by interest income as of June 30, 2024.

20. \$20,738 ADDITIONAL APPROPRIATION WITHIN ROAD IMPROVEMENTS FUND FUNDED BY INTEREST INCOME AS OF JUNE 30, 2024, APPROVED.

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Maikowski and seconded, it was unanimously voted: To make an additional appropriation of \$20,738 within the Road Improvements Fund funded by interest income as of June 30, 2024.

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21. **\$99,676 ADDITIONAL APPROPRIATION WITHIN EQUIPMENT BUILDING SINKING FUND FUNDED BY INTEREST INCOME AS OF JUNE 30, 2024, APPROVED.**

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Maikowski and seconded, it was unanimously voted: To make an additional appropriation of \$99,676 within the Equipment Building Sinking Fund funded by interest income as of June 30, 2024.

22. **\$9,470 TRANSFER WITHIN CAPITAL PROJECTS FUND FOR TRAFFIC SIGNAL VIDEO PROJECT, APPROVED.**

Board of Finance approval presented.

Council Member Tyler asked for more clarification on this item.

Comptroller Waldron addressed the background of this item.

On motion of Council Member Tyler and seconded, it was unanimously voted: To transfer \$9,470 within the Capital Projects Fund for the Traffic Signal Video project.

23. **\$164,808 TRANSFERS WITHIN GENERAL FUND WITH \$135,560 FROM GENERAL FUND CONTINGENCY ACCOUNT FOR INSURANCE, APPROVED.**

Board of Finance approval presented.

On motion of Council Member Thibeault and seconded, it was unanimously voted: To approve transfers totaling \$164,808 within the General Fund with \$135,560 from the General Fund Contingency account for Insurance.

24. **RESOLUTION MODIFYING THE PROJECT SCOPE APPROPRIATING \$2,990,000 FOR THE DESIGN AND CONSTRUCTION OF A NEW ANIMAL CONTROL FACILITY TO THE ACQUISITION OF, AND RENOVATIONS AND IMPROVEMENTS TO REAL PROPERTY FOR USE AS AN ANIMAL CONTROL FACILITY, ADOPTED.**

Board of Finance approval presented.

On motion of Council Member Thibeault and seconded by Council Member O'Brien, it was unanimously voted: To adopt the Resolution modifying the project scope of the \$2,990,000 appropriation for the design and construction of a new Animal Control Facility to the Acquisition of, and Renovations and Improvements to Real Property for Use as An Animal Control Facility and to waive the reading of the Resolution, but to include it as part of the minutes.

The Resolution reads as follows –

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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 acquisition of, and renovations and improvements to existing real property for use as an animal control facility.
- (b) That the sum of TWO MILLION NINE HUNDRED NINETY THOUSAND DOLLARS (\$2,990,000) previously appropriated for the project, is appropriated therefor.
- (c) The \$2,990,000 appropriation may be spent for acquisition costs, design and planning costs, equipment and materials, construction costs, renovations and improvements, demolition costs, site improvements, engineering or other consultant fees, furniture and fixtures, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project and its financing.
- (d) The \$2,990,000 appropriation shall be funded from borrowing less any grants received to defray the appropriation.

A roll call vote was taken.

YES

NO

ABSTAIN

Council Member	Dickau
“	” Olsen
“	” Panioto
“	” Rosengren
“	” Thibeault
“	” Tyler
Commissioner	Campion
“	” Duquette
“	” Mace
“	” Maikowski
“	” O’Brien
	Mayor Caggiano

RESOLUTION ADOPTED: YES – 12; NO – 0; ABSTAIN – 0.

25. RESOLUTION MODIFYING THE PROJECT SCOPE AUTHORIZING ISSUANCE OF BONDS, NOTES OR OTHER OBLIGATIONS IN THE AMOUNT OF \$2,990,000 TO FINANCE THE DESIGN AND CONSTRUCTION OF A NEW ANIMAL CONTROL FACILITY TO THE ACQUISITION OF, AND RENOVATIONS AND IMPROVEMENTS TO REAL PROPERTY FOR USE AS AN ANIMAL CONTROL FACILITY, ADOPTED.

Board of Finance approval presented.

On motion of Council Member Thibeault and seconded by Council Member Panioto, it was unanimously voted: To adopt the Resolution modifying the project scope of the authorization for the issuance of bonds, notes or other obligations in the amount of \$2,990,000 to finance the design and construction of a new Animal Control Facility to the Acquisition of,

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and Renovations and Improvements to Real Property for Use as An Animal Control Facility and to waive the reading of the Resolution, but to include it as part of the minutes.

The Resolution reads as follows –

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 TWO MILLION NINE HUNDRED NINETY THOUSAND DOLLARS (\$2,990,000) to finance the appropriation for the acquisition of, and renovations and improvements to existing real property for use as an animal control facility. The bonds, notes or obligations 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, notes or obligations 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 TWO MILLION NINE HUNDRED NINETY THOUSAND DOLLARS (\$2,990,000). 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, notes or obligations by their manual or facsimile signatures. The bonds, notes or obligations 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, notes or obligations 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, notes or obligations. 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, notes or obligations; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds, notes or obligations; 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, notes or obligations; to sell the bonds, notes or obligations at public or private sale; to deliver the bonds, notes or obligations; and to perform all other acts which are necessary or appropriate to issue the bonds, notes or obligations.

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(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, notes or obligations 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, notes or obligations 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, notes or obligations.

A roll call vote was taken.

<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Council Member Dickau		
“ ” Olsen		
“ ” Panioto		
“ ” Rosengren		
“ ” Thibeault		
“ ” Tyler		
Commissioner Campion		
“ ” Duquette		
“ ” Mace		
“ ” Maikowski		
“ ” O’Brien		
Mayor Caggiano		

RESOLUTION ADOPTED: YES – 12; NO – 0; ABSTAIN – 0.

26. \$5,900 ADDITIONAL APPROPRIATION WITHIN GENERAL FUND FUNDED BY STORM WATER TRUST REVENUE AS OF JUNE 30, 2024, APPROVED.

Board of Finance approval presented.

On motion of Council Member Thibeault and seconded, it was unanimously voted: To make an additional appropriation of \$5,900 within the General Fund funded by Storm Water Trust revenue as of June 30, 2024.

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27. \$2,142,885 TRANSFERS WITHIN GENERAL FUND TO CLOSEOUT FISCAL YEAR 2023-2024, APPROVED.

Board of Finance approval presented.

On motion of Commissioner Campion and seconded, it was unanimously voted: To approve transfers totaling \$2,142,885 within the General Fund to closeout fiscal year 2023-2024.

28. \$1,088,325 CARRYOVERS FROM FISCAL YEAR 2023-2024 TO FISCAL YEAR 2024-2025 WITHIN GENERAL FUND, APPROVED.

Board of Finance approval presented.

On motion of Council Member Thibeault and seconded, it was unanimously voted: To approve carryovers from fiscal year 2023-2024 to fiscal year 2024-2025 totaling \$1,088,325 within the General Fund.

29. \$24,492 CARRYOVERS FROM FISCAL YEAR 2023-2024 TO FISCAL YEAR 2024-2025 WITHIN COMMUNITY DEVELOPMENT BLOCK GRANT FUND, APPROVED.

Board of Finance approval presented.

On motion of Council Member Olsen and seconded, it was unanimously voted: To approve carryovers from fiscal year 2023-2024 to fiscal year 2024-2025 totaling \$24,492 within the Community Development Block Grant Fund.

30. MONTHLY REVENUE AND EXPENSE REPORT PRESENTATION BY COMPTROLLER.

Comptroller Waldron highlighted a monthly revenue and expense report for the Joint Meeting members.

Comptroller Waldron explained Fitch ratings and how the City of Bristol was under consideration for review. After review, an area of concern was demographics in the City due to a criteria change in the Fitch ratings.

Comptroller Waldron shared that the GFOA certification was once again awarded to the City of Bristol's Comptroller's Office. She expressed her thanks to the staff for all the hard work they put in with the auditors to make this happen.

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31. NEW BUSINESS.

Mayor Caggiano shared that the Secretary of State put together funding for the early voting process. The City of Bristol will be receiving a grant in which the Registrar of Voters has requested to use this money for the ballot printing and coding for the November 5, 2024 election.

On motion of Council Member O'Brien and seconded, it was unanimously voted: To make an additional appropriation of \$16,493 within the Special Grants and Donations Fund funded by the Early Voting Grant.

32. ADJOURNMENT.

At 7:10 p.m., on motion of Council Member Panioto and seconded, it was unanimously voted: To adjourn.

ATTEST: _____

Erica Cabiya
Town & City Clerk