

City of Bristol
Regular Board of Finance Meeting
April 9, 2025

A regular meeting of the Board of Finance was held on April 9, 2025 at 5 p.m. in City Hall Council Chambers and via Zoom. The following were in attendance: Chairperson Dave Maikowski, Vice Chairperson Marie O'Brien, Mayor Jeffrey Caggiano, Commissioners Bill Campion, Glenn Heiser, Jon Mace, and Mike Massarelli. Mark Peterson was absent. Also present from the Comptroller's Office: Diane Waldron, Robin Manuele and Jessica Pilgrim.

1. Call to order

Chairperson Maikowski called the meeting to order at 5:00 p.m.

2. Public Participation

The following public spoke in support of Edgewood school and the PreK program.

- Courtney Sugarman, 345 Mix Street
- Tammy Hill, 985 Farmington Ave
- Ann Burke, 345 Mix Street
- Jennifer Benevento, 239 Grove Street
- Mike Erosenko, 40 Palmorr Place
- Ms. Grau
- Cecelia Pena
- Jill Fitzsimon-Bula, 96 Haviland Street
- Eric Carlson, 87 Morningside Drive East
- Francis Soto
- Chanda, 135 Lake Ave
- Erin Griffith, 25 Norris Drive,
- Jerome Sabani, 424 Lake Avenue
- Jessenia Minear Jennings, 40 Knob Hill Lane
- Courtney Martin, 21 Clearview Avenue
- Lauren Santiago, 336 Main Street
- Megan Santiago, 20 Grand Street
- Mary Hawk, 71 Vera Road
- Clifton Nunnally, 16 Stellas Way
- Betsy Grady, 260 Dino Road
- Ashley Picard, 260 Burlington Ave
- Krista Vanessa

3. Discussion regarding the 2025-2026 budget.

Comptroller Diane Waldron reviewed the presentation on the proposed 2025-2026 budget from the previous Budget Hearing on 4/2/25. The BOE overage was discussed. It was noted that City surplus funds will be needed to cover the overage, as well as using money from Fund Balance. This will affect

the BOF's Fund Balance Policy as it is estimated the June 30, 2025 fund balance will be below 12% of budgeted expenditures.

Discussion was held by the BOF on the proposed City and BOE budget and since the last workshop there are a few suggested modifications:

- The Assessor has provided the TIF amount for FY25/26 and an adjustment will be required during budget adoption.
- Fleet - Moving the Fleet Traffic Maintenance Technician from the Police Department to Public Works Engineering. Discussions continued with Public Works to fill the Project Coordinator job, which wasn't going to be filled and not fill two laborer jobs through attrition. These changes will change some numbers in the Public Works budget.
- Parks - the initial request for two full time laborers was initially recommended for one new position however instead of a full time position the work can be filled with part time laborers. A recommendation of \$50,000 for the part time laborers is incorporated.
- Library - the current Senior Maintenance Technician has retired, which has provided the opportunity to re-evaluate the building maintenance needs at the Library and restructure this position to a custodian which is at a lower pay code than the Senior Maintenance Technician. The building will be fully overseen by Building Maintenance as of July 1, 2025.
- Chairman Maikowski also expressed his concerns about making sure the City stays financially solvent, and adhering to the board's fund balance policy, which while not law is a best practice. It is unknown at this point where the BOE deficit will fall for the current year. The budget is as lean as possible, but he recommends putting \$1 million into contingency, which is equivalent to 0.2 mills. Hopefully this will not be needed and will flow to fund balance at the end of year.

After reviewing the proposed changes and if everyone agrees, they will be integrated into the budget and presented at adoption on April 22, 2025. The consensus was to incorporate them and present them at budget adoption.

4. Adjournment

Commissioner O'Brien made a motion seconded by Commissioner Mace

"To adjourn at 8:11 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