

**City of Bristol
Regular Board of Finance Meeting Minutes
October 28, 2025**

A regular meeting of the Board of Finance was held on Tuesday, October 28, 2025 at 5:30 p.m. in City Hall Council Chambers and via Zoom. The following were in attendance: Chairman Dave Maikowski, Mayor Jeffrey Caggiano (left the meeting at 6:10 p.m.), Vice Chairperson Marie O'Brien, Commissioners Jon Mace, Bill Campion, John Lodovico, Mike Massarelli, Mark Peterson and Jane Murdock (via Zoom). Also present from the Comptroller's Office: Diane Waldron and Robin Manuele.

**REVISED
Agenda**

1. Call to order
2. Public Participation
3. Consent Agenda:
 - a. Approval of Minutes: Regular Meetings- September 23, 2025
 - b. Quarterly Update on the Local Bidding Preference- September 30, 2025
 - c. Aging: Additional appropriation of \$55,203 within the General Fund
 - d. PRYCS: Additional appropriation totaling \$18,000 within the Special Grants and Donations Fund
 - e. Building/CEC: Transfer of \$50,000 within the Special Grants and Donations Fund
 - f. ECD: Transfer of \$10,000 within the Community Development Block Grant Fund
 - g. School Readiness: Transfer of \$54,000 within the Special Grants and Donations Fund
 - h. Comptroller's Office:
 - a. Additional appropriation of \$27,156 within the Coronavirus Fund
 - b. Rescind appropriation of \$720,000 within the Road Improvements Fund
 - i. Public Works:
 - a. Transfers totaling \$55,000 within the Public Works operating budget
 - b. Transfers totaling \$116,477 within the Capital Projects Fund
 - j. Police Department:
 - a. Transfer of \$20,155 within the Special Grants and Donations Fund and \$712 within the Coronavirus Fund
 - b. Additional appropriation of \$13,000 within the Police Drug Forfeiture Fund, and \$3,638 within the Special Grants and Donations Fund
 - c. Transfer of \$16,700 within the General Fund and an Additional Appropriation of \$33,400 within the Special Grants and Donations Fund
4. Public Works:
 - a. Transfers totaling \$95,000 within the General Fund
5. Board of Education:
 - a. Budget Update
 - b. Additional appropriation of \$11,989,940 within the Capital Projects Fund - Schools
 - c. Resolution appropriating an additional \$11,989,940 for the Edgewood School Project and Changing the Scope
 - d. Resolution authorizing the issuance of bonds or notes in the aggregate amount of \$28,800,000 to finance the appropriation for the Edgewood School Renovate as New Project

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Erica Caluya
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6. **Comptroller's Office:**
 - a. **Closeout of Fund 405 – Centre Mall Fund as of June 30, 2025**
 - b. **Additional appropriation of \$598,093 within the Capital Projects Fund as of June 30, 2025**
 - c. **Additional appropriation totaling \$12,040 within the Capital Projects Fund – Schools as of June 30, 2025**
 - d. **Decrease appropriations totaling \$434,183 within the Capital Projects Fund – Schools as of June 30, 2025**
 - e. **Transfer totaling \$13,904,974 within the Capital Projects Fund – Schools as of June 30, 2025**
 - f. **To authorize Trustees for the OPEB Trust Fund**
7. **Liaison Reports**
8. **Chairman's Report**
9. **New Business**
10. **Old Business**
11. **Adjournment**

1. **Call to order**

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

Commissioner O'Brien Commissioner made a motion seconded by Commissioner Mace

"To move items 5b through 5d up on the Agenda."

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

- b. **Additional appropriation of \$11,989,940 within the Capital Projects Fund – Schools**
- c. **Resolution appropriating an additional \$11,989,940 for the Edgewood School Project and Changing the Scope**
- d. **Resolution authorizing the issuance of bonds or notes in the aggregate amount of \$28,800,000 to finance the appropriation for the Edgewood School Renovate as New Project**

Commissioner O'Brien Commissioner made a motion seconded by Commissioner Massarelli

"To Table Items 5b, 5c, 5d."

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

2. Public Participation

The following citizens spoke in support of the Edgewood Project:

Elizabeth Grady, 260 Dino Road
Kara Leger, 159 Brewster Road
Barbara Tadesco, 13 Arlene Street
Eric Carlson, 187 Morningside Drive
Melina Floyd, 10B Carol Drive
Jill Fitzsimmons Bula, 96 Haviland Street
Shelby Pons, BOE Chairperson, 143 Larkspur Lane
Tammy Hill, 335 Mix Street

Jeff Caggiano, spoke regarding needing more information before a decision is made considering there is a feasibility/redistricting study which will be presented to the BOE later this week. The Board of Finance will make a decision well before it is required to be presented to the State.

3. Consent Agenda:

- a. Approval of Minutes: Regular Meetings– September 23, 2025**
- b. Quarterly Update on the Local Bidding Preference- September 30, 2025**
- c. Aging: Additional appropriation of \$55,203 within the General Fund**
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 - a. Additional appropriation of \$27,156 within the Coronavirus Fund**
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- i. Public Works:**
 - a. Transfers totaling \$55,000 within the Public Works operating budget**
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- j. Police Department:**
 - a. Transfer of \$20,155 within the Special Grants and Donations Fund and \$712 within the Coronavirus Fund**
 - b. Additional appropriation of \$13,000 within the Police Drug Forfeiture Fund, and \$3,638 within the Special Grants and Donations Fund**
 - c. Transfer of \$16,700 within the General Fund and an Additional Appropriation of \$33,400 within the Special Grants and Donations Fund**

Commissioner O'Brien made a motion seconded by Commissioner Mace

"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. Public Works:

a. Transfers totaling \$95,000 within the General Fund

Commissioner Campion made a motion seconded by Commissioner Massarelli

“To make transfers totaling \$95,000 within the General Fund, with \$75,000 from the General Fund Contingency account, for Public Works 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. Budget Update

Jodi Bond gave the financial update as of September 30.

As of 9/30/25, the only lines over budget are Preschool, due to an additional PreK teacher salary, ESY (Special Ed summer school), and psychological services instructional supplies by a small amount. Overall, \$37,336,254 has been expended, and \$95,699,104 encumbered, leaving an available balance of \$4,026,457.

The cafeteria snapshot shows a surplus of \$439,606. 48,691 breakfasts and 108,645 lunches were served in September.

Amy Martino gave the Special Services update.

As of October 1, 2025, 1,763 of the 7,872 enrolled Bristol students are identified as requiring Special Education programming. This enrollment reflects 22.40% of the total BPS student population.

As of October 1st, 119 students with disabilities required out-of-district placements at private special education school programs. There were 93 students requiring special education programming services at other public out-of-district schools, including magnet schools.

During the month of September 2025, 22% of newly registered students were identified as students with special education programming needs at the time of registration with no student receiving their programming and services at an out-of-district special education school program.

Discussion was held on the Transportation line item which is in the last year of its contract. Jodi Bond explained an RFP will be issued soon as they have already started the process with Nancy Haynes, Purchasing Agent. The BOF requested the results of the RFP.

Commissioner O'Brien stated the topic of Edgewood School and the PreK Academy has received more public comment than any other topics. The timing is very important to meet the state funding deadline. Decision to review this is scheduled as soon as possible.

Chair Maikowski stated he has been gathering information, enrollment information, and questioned the 99% reimbursement rate. He questioned if there was space within the existing foot print as a lot of schools show, on paper, that they have capacity, but the Board is being told otherwise. Dave questioned the actual number of students at Edgewood. Amy Martino stated there are 247 of which 128 are identified as special needs.

Amy Martino, explained she worked with Greene Hills and West Bristol and after the middle schools are removed there will be 10 open spaces at each of the schools, however you have to put preschool through second grade on first floor. She also looked at all the elementary schools, and there are under five open spaces. There are 38 special education programs. They can receive more preschool seats but currently do not have the room where they are currently located at Giamatti.

Jodi Bond explained the state reimbursement rate - 85% is normal reimbursement, 65% reimbursement with an additional 15% for Early Childhood Facilities, with up to an additional 15% Special Educational reimbursement.

Tara Landon stated 84.64% is guaranteed, 69.4% is the current school construction grant reimbursement with an additional 15% early childhood bonus and potentially another 15% special education bonus. Form 049R will need to be filed with the State to request the revision.

Jon Mace stated it's good to discuss these large projects first before voting as there were things he was not aware of such as classrooms for Pre-K to 2nd grant cannot be located on the second and third floor. It was helpful to hear more about the other pieces before voting.

A special Board of Finance meeting will be scheduled within the next week, however, Comptroller Waldron pointed out that Joint Meeting approval on November 12 would still be required as originally planned.

6. Comptroller's Office:

a. Closeout of Fund 405 – Centre Mall Fund as of June 30, 2025

Commissioner Lodovico made a motion seconded by Commissioner Massarelli

“To closeout Fund 405 – Centre Mall Fund as of June 30, 2025.”

Robin Manuele explained the City collected rent from the mall tenants, and paid for related maintenance expenses. In addition, the post office paid for parking. There is no longer activity in this fund, and it is recommended to close it.

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

b. Additional appropriation of \$598,093 within the Capital Projects Fund as of June 30, 2025

Commissioner O'Brien made a motion seconded by Commissioner Mace

"To make an additional appropriation of \$598,093 within the Capital Projects Fund as of June 30, 2025 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.

c. Additional appropriation totaling \$12,040 within the Capital Projects Fund – Schools as of June 30, 2025

Commissioner O'Brien made a motion seconded by Commissioner Mace

"To make an additional appropriation totaling \$12,040 within the Capital Projects Fund – Schools as of June 30, 2025 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.

d. Decrease appropriations totaling \$434,183 within the Capital Projects Fund – Schools as of June 30, 2025

Commissioner Massarelli made a motion seconded by Commissioner Campion

"To decrease appropriations totaling \$434,183 within the Capital Projects Fund – Schools as of June 30, 2025 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.

e. Transfer totaling \$13,904,974 within the Capital Projects Fund – Schools as of June 30, 2025

Commissioner Massarelli made a motion seconded by Commissioner Mace

"To make transfers totaling \$13,904,974 within the Capital Projects Fund – Schools as of June 30, 2025 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.

f. To authorize Trustees for the OPEB Trust Fund

Commissioner Mace made a motion seconded by Commissioner Massarelli

BE IT RESOLVED, that the Board of Finance of the City of Bristol, Connecticut hereby grants to the Treasurer of the City of Bristol and/or the Comptroller of the City of Bristol the power and authority to sign any and all documentation relating to or pertaining to the City of Bristol Other Post-Employment Benefits Trust Fund (OPEB Trust Fund);

BE IT FURTHER RESOLVED, that THOMAS O. BARNES, JR., is hereby removed as the Trustee of the City of Bristol Other Post-Employment Benefits Trust Fund (OPEB Trust Fund);

IT IS FURTHER RESOLVED, that City of Bristol Comptroller, Diane M. Waldron, and/or Robert Parenti are designated, pursuant to City of Bristol Ordinance section 2-97.76 as trustees of the City of Bristol Other Post-Employment Benefits Trust Fund (OPEB Trust Fund).

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

7. Liaison Reports

Commissar Lodovico gave an update on the Northeast Middle School Project, which is coming in under budget.

Commissioner Mace gave an update on the Animal Control project.

8. Chairman's Report

9. New Business

Commissioner O'Brien made a motion seconded by Commissioner Mace

"To bring the two New Business items to the table"

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

Commissioner O'Brien made a motion seconded by Commissioner Mace

"To transfer \$720,000 within the Road Improvement Fund 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.

Commissioner O'Brien made a motion seconded by Commissioner Mace

"To make an additional appropriation of \$19,785 within the General Fund as of June 30, 2025 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.

10. Old Business

None.

11. Adjournment

Commissioner O'Brien made a motion seconded by Commissioner Mace

"To adjourn at 7:20 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