

Board of Finance
June 23, 2011

The **Board of Finance** held a regular meeting on Thursday, June 23, 2011 in the Council Chambers, 3 Primrose Street, Newtown, CT. John Kortze called the meeting to order at 7:53 p.m.

PRESENT: John Kortze, Joseph Kearney, Harry Waterbury, Michael Portnoy and Martin Gersten
ABSENT: James Gaston

ALSO PRESENT: First Selectman E. Patricia Llodra, Finance Director Robert Tait, various members of the Legislative Council, Board of Education and Public Building & Site Commission, two members of the public and three members of the press.

VOTER COMMENTS: none.

COMMUNICATIONS: An email from Mr. Gaston (Att. A) in support of the Newtown Middle School Roof project was submitted.

MINUTES: Mr. Gersten moved the acceptance of the minutes of 6/13/11. Mr. Portnoy seconded. All in favor.

FIRST SELECTMAN REPORT: none.

FINANCE DIRECTOR REPORT: none.

OLD BUSINESS:

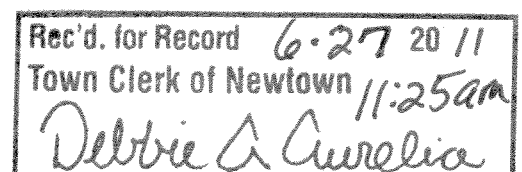
Discussion and possible action:

- 1. Resolution:** RESOLUTION AMENDING A RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$4,257,690 FOR ROOF REPLACEMENT AT NEWTOWN MIDDLE SCHOOL AND AUTHORIZING THE ISSUANCE OF \$4,257,690 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE (Att. B)

Mr. Kearney waived the reading of the entire resolution. Mr. Gersten seconded. All in favor.

Mr. Waterbury moved that said resolution be adopted as introduced and read. The motion was seconded by Mr. Portnoy.

Mr. Portnoy asked about the facilities review. Mr. Kortze said he didn't know if it was fair to talk about the results of a committee that has not yet finalized its work. Mr. Portnoy spoke about the 2012 school year and enrollment and suggested that grades 6, 7 and 8 being housed at Reed with portables. He estimates \$3 million being spent on the roof. If the building is repurposed would the roof remain intact? He would like to hear from the Chairman of the Board of Education. Mr. Alexander of the Board of Education said there is not expectation the facilities group will complete their study by the next meeting of June 27. Mr. Kearney asked if there had been discussion of having grades 8-12 together; there has not. Mr. Gersten opposes moving forward with the roof replacement for at least a year until questions are answered. There has always been a facilities issue because the Board of Education always trades bricks and mortar for teachers and programs and complains when the teachers and programs are restricted. He is suspect of the numbers the base bid is predicated upon. He agrees the roof needs to be repaired and money needs to be spent. Doing the HVAC takes us over the budgeted amount and impacts the CIP for three or four years. Until we know what the Middle School will be used for, what the real



costs are by rebidding and fully evaluated whether it makes sense to scrap the project, rebid and include the HVAC, it makes no sense to go forward. He suggests fixing the roof that guarantees the students will be back in school in September and give the Board of Education six months to come up with answers about the use of the facility. The Legislative Council wants to reduce taxes in the future but there is an impediment to that as it affects the Board of Education because the amount we are able to adjust their budget is limited. The budget cannot be reduced without closing a facility. First Selectman Llodra stated the building will continue to be used for some purpose; the town asset needs to be protected. There is concern that the projected cost was so far off. She is bothered that no matter how aggressive the patching efforts have been on the Middle School roof, they have been unsuccessful. We have an ethical and moral responsibility to the people within the building; the conditions cannot be managed another year. Mr. Kearney said this problem has needed to be addressed for years but he is troubled that the original estimates were off by a factor of almost three. He feels that the architects should've had more of an explanation of the escalation. He asked if the First Selectman would consider going with a ¼ inch pitch if it would save \$1million. First Selectman Llodra said that would bring the project back to a redesign, which would mean it could not be done this year. Mr. Kortze confirmed that the resolution was noticed as required, with the language that allows us to address a problem up to a certain amount. He said the scope and scale needs to be identified correctly at the beginning of a project. Public Building & Sites input and participation is appreciated. Mr. Kortze noted that had the Board of Finance been afforded the opportunity to have this conversation consistent with the resolution passed a year ago we may have been able to have answered a lot of these questions and avoided a lot of these issues. The primary reason they wanted to do that was to have the discussions about scope and scale. Mr. Waterbury said that said that generic questions should be put on the front page of the CIP so that questions are answered. Mr. Kearney asked what the maximum is that can be spent on this project. Mr. Tait said the maximum authorized is \$4.2 million but that is not anticipated to be spent. There is a base bid, soft costs and within the soft costs is the contingency. First Selectman Llodra stated that the total, before the state reimbursement, is \$3,651,690; we are prepared to spend \$2,700,000. The contingency is \$302,188. Mr. Tait said that any additional expenditures would have to come before the purchasing authority and will not be authorized.

The motion on the table passed 3-2: YES: (Kearney, Waterbury, Kortze) NO: (Gersten, Portnoy).

NEW BUSINESS

Discussion and possible action:

- 1. CIP Calendar:** Mr. Gersten moved the Board of Finance CIP calendar for 2012-13 thru 2016-17. (Att. C). Mr. Waterbury seconded. All in favor.
- 2. Transfer:** Mr. Gersten moved the 2011-2012 transfer of \$29,836 from 01570-2000 Contingency to 24 various department accounts (Att. D). Mr. Waterbury seconded. All in favor.
- 3. Transfer:** Mr. Kearney moved the 2011-2012 transfer of \$56,750 from 01570-2000 Contingency to 01310-1003 Sworn Personnel in the amount of \$52,717 and to 01240-2002 FICA in the amount of \$4,033. Mr. Gersten seconded. All in favor.

ADD TO AGENDA: Mr. Kearney moved to add to the agenda a \$4,106 transfer from Contractual Services to Overtime. Mr. Gersten seconded. All in favor.

- 4. Transfer:** Mr. Kearney moved the \$4,106 transfer from 01510-4060 Contractual Services to 01500-1004 Overtime. Mr. Gersten seconded. All in favor.

ANNOUNCEMENTS: none.

Board of Finance
June 23, 2011

ADJOURNMENT: Having no further business the Board of Finance adjourned their regular meeting at 8:41pm.

Susan Marcinek

Susan Marcinek, Clerk

Att. A: J. Gaston email, 6/22/11
Att. B: Resolution
Att. C: CIP Calendar
Att. D: Transfer

From Jim Gaston, Board of Finance
6/22/11
10:08pm
Via email

Lady and Gents,

I am not going to be able to make the meetings tomorrow as I must be in California for family reasons. I hope no vote is required on the Middle School Roof until my return, but please know that my view is consistent with the First Selectman's as expressed at the last meeting. I appreciate and agree that the process is important, and hope you will express the fact that I believe there is, and has been a serious health issue at the Middle School as a result of the roof condition of the past years. If we deal with probabilities and not possibilities which include the "land of speculation", the Middle School will continue to be the Middle School for the next five to seven years. Look how long it took for the High School Expansion, look how long it took for the construction of Fairfield Hills and the Municipal Center. The Health risks are now to our children. Moreover, the five to seven years will mitigate much if not all claimed reimbursement to the State. Finally, the roof needs to be done. No matter what is there the roof needs to be completed. Of credit to our Chair, John Kortze, it was he, in support of all of us, if not the majority of us, myself included, that recognized the seriousness of the issue, and it was the Board of Finance that moved the Middle School Roof ahead of that schedule on the CIP as proposed by the Board of Education. As many know, I championed the Hawley School ahead of the Middle School Roof, but with all due respect (Hawley School also needs to be desperately addressed), the Chair was correct in seeing the Middle School Roof as of even greater need. I would vote to move forward with the roof, and plan for potential HVAC needs, as expressed by the First Selectman in our last meeting. Thank you.

Regards, Jim Gaston.

P.S. I will keep my cell phone on in case of any questions, though know it is not official..

RESOLUTION AMENDING A RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$4,257,690 FOR ROOF REPLACEMENT AT NEWTOWN MIDDLE SCHOOL AND AUTHORIZING THE ISSUANCE OF \$4,257,690 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

RESOLVED:

Section 1. Section 1 of the resolution entitled “Resolution Providing For A Special Appropriation In The Amount Of \$4,257,690 For Roof Replacement At Newtown Middle School And Authorizing The Issuance Of \$4,257,690 Bonds Of The Town To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose”, approved at a Special Town Meeting held June 28, 2010, (the “Resolution”) is hereby amended to expand the scope of the project to include replacement and/or extension of the HVAC and related electrical and architectural and work, related to the cafeteria, nurse/administrative office and computer rooms thereby making said Section read as follows:

“Section 1. The sum of \$4,257,690 is a special appropriation made pursuant to Chapter 6, Section 6-30 (a), (b) and (c) of the Town Charter of the Town of Newtown for the design and construction of the roof replacement at Newtown Middle School as authorized in the capital improvement program for the fiscal year ending June 30, 2011, including replacement and/or extension of the HVAC and related electrical and architectural work, and replacement of the skylights, electrical, duct, and ceiling, all related to the cafeteria, nurse/administrative office and computer rooms, and for administrative, financing, legal and costs of issuance related thereto (collectively, the “Project”), said appropriation to be inclusive of any and all State and Federal grants-in-aid thereof.”

Section 2. Section 5 of the Resolution shall be applicable to the amendment made hereunder, as of the date of the adoption of this resolution.

Section 3. Section 8 of the Resolution shall be applicable to the amendment made hereunder

Excerpt for Minutes of Board of Finance Meeting
to be held June 23, 2011

A meeting of the Board of Finance of the Town of Newtown was held in the Council Chamber at the Newtown Municipal Center on June 23, 2011, at 7:30P.M. (E.D.T.).

* * *

Members present and absent were as follows:

<u>Present</u>	<u>Absent</u>
John Kortze	James Gaston
Joseph Kearny	
Martin Gersten	
Harry Waterbury	
Michael Portnoy	

* * *

Mr. Kortze introduced and read the following resolution:

RESOLVED: That the resolution entitled "Resolution Amending A Resolution Providing For A Special Appropriation In The Amount Of \$4,257,690 For Roof Replacement At Newtown Middle School And Authorizing The Issuance Of \$4,257,690 Bonds Of The Town To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose", a copy of which is attached hereto, is hereby adopted and recommended to the Legislative Council for consideration and action, said amendment requesting an expansion of the scope of the project (but not the dollar amount) was requested in a letter dated June 14, 2011 from Robert G. Tait, Financial Director, a copy of which is attached hereto, in accordance with Chapter 6, Section 6-30 (a), (b) & (c) of the Town Charter.

Mr. Waterbury moved that said resolution be adopted as introduced and read and the motion was seconded by Mr. Portnoy. Upon roll call vote the ayes and nays were as follows:

<u>AYES</u>	<u>NAYS</u>
Joseph Kearney	Martin Gertsen
Harry Waterbury	Michael Portnoy
John Kortze	

Mr. Kortze thereupon declared the motion carried and the resolution adopted.

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Town of Newtown
Board of Finance - Capital Improvement Plan Calendar
CIP 2012-13 through 2016-17

September 12, 2011	Board of Education presents 2012-13 through 2016-17 Capital Improvement Plan
September 22, 2011	Board of Selectmen presents 2012-13 through 2016-17 Capital Improvement Plan
October, 10 2011	Board of Finance Review of 2012-13 through 2016-17 Capital Improvement Plan
October/November 2011	Board of Finance completes recommended Capital Improvement Plan
November 16, 2011	Board of Finance recommended CIP presented to The Legislative Council for its review and Approval (by November 30).
January 2012	Legislative Council approves the Capital Improvement Plan (within 60 days from receipt of BOF)

**TOWN OF NEWTOWN
 APPROPRIATION (BUDGET) TRANSFER REQUEST**

Att. D

FISCAL YEAR: 2011 - 2012 DEPARTMENT: Selectmen DATE: 6/16/11

	<u>Account</u>	<u>Amount</u>
FROM:	01570-2000 CONTINGENCY FUND	(29,836.00)
TO:	01170-1001 TOWN CLERK	986.00
	01490-1001 LAND USE AGENCY DIRECTOR	1,121.00
	01205-1002 TECHNOLOGY ADMINISTRATION	1,308.00
	01320-1001 MARSHALL FEES	1,682.00
	01500-1001 DIRECTOR PUBLIC WORKS	1,459.00
	01500-1002 ADMINISTRATION	2,792.00
	01310-1001 CHIEF OF POLICE	1,491.00
	01190-1001 ASSESSOR	1,013.00
	01140-1001 TAX COLLECTOR	1,093.00
	01550-1001 DIRECTOR	1,005.00
	01100-1002 SECRETARY, ASSISTANT	1,498.00
	01340-1001 SALARIES	660.00
	01110-1001 DIRECTOR-HUMAN SERVICES	771.00
	01220-1001 SENIOR SERVICES ADMINISTRATI	771.00
	01310-1002 CAPTAIN	1,366.00
	01460-1001 BUILDING OFFICIAL	1,050.00
	01550-1002 ADMINISTRATION	1,687.00
	01205-1001 TECHNOLOGY/GIS MANAGER	1,253.00
	01490-1002 ADMINISTRATION	1,043.00
	01740-1003 DIRECTOR OF COMM DEVELOPMENT	1,270.00
	01310-1004 CIVILIAN PERSONNEL	662.00
	01200-1001 FINANCIAL DIRECTOR	1,875.00
	01200-1003 ASST FINANCIAL DIRECTOR	1,005.00
	01300-1001 FULL TIME OPERATORS	975.00

USE NEGATIVE AMOUNT
↓
USE POSITIVE AMOUNT
↓

AUTHORIZATION:

date:

(1) DEPARTMENT HEAD



(2) FINANCE DIRECTOR



6/17/11

(3) SELECTMAN



6/20/11

(4) BOARD OF SELECTMEN



6/30/11

(5) BOARD OF FINANCE

(6) LEGISLATIVE COUNCIL

AUTHORIZATION SIGN OFF

FIRST 335 DAYS >>>>WITH IN A DEPT.>>>>LESS THAN \$50,000>>>> (1), (2) & (3) SIGNS OFF; MORE THAN \$50,000>>>> (1), (2), (3) & (5)
 >>>>ONE DEPT TO ANOTHER>>>>LESS THAN \$200,000>>>>ALL EXCEPT (6); MORE THAN \$200,000>>>>ALL SIGN OFF
 AFTER 335 DAYS >>>>(1), (2), (3), (5) & (6) ANY AMOUNT FROM CONTINGENCY>>>> ALL SIGN OFF