

September 5, 2012

The Board of Finance held a joint regular meeting with the Board of Selectmen on this date at the Police Department meeting room. BOF Members present were Glenn Frishman, Chairman; Dudley Wheeler; John O'Brien; Bryan Bentz; Sandy Grimes; BOS Members present were First Selectman Ed Haberek and Selectwoman Glee McAnally. George Crouse was absent. Also present Maryanna Stevens, Director of Finance; Town Hall and Stonington Public Schools staff and residents.

Mr. Frishman and First Selectman Haberek called the meeting to order at 7:00 p.m.

#### **Previous minutes**

Mr. Wheeler made a motion to accept the minutes of the July 11, July 26 and July 31 meetings as printed and presented. Mr. O'Brien seconded the motion and voting was unanimous.

Mr. Frishman asked for a motion to add the appointment of a new secretary as an item to the agenda. Mr. Wheeler made a motion to accept the agenda change. Mr. Grimes seconded the motion and voting was unanimous. Mr. Frishman nominated John O'Brien as secretary to the Board of Finance. Mr. Wheeler made a motion to accept the nomination of John O'Brien. Mr. Grimes seconded the motion and voting was unanimous.

#### **Appointment of Democratic rep for Board vacancy**

Mr. Grimes made a motion to appoint June Strunk to fill the Democratic vacancy due to the death of Andrew Rines. Mr. Rines term will expire November 5, 2013. Mr. O'Brien seconded the motion and it was passed unanimously.

#### **Stonington Athletic Fields Task Force**

Paul Sartor spoke on behalf of the Task force formed by the Selectmen. He stated that the task force divided into 4 subcommittees with the assistance of Joe Bragaw and Bill King to become "experts" in the following areas: **Synthetic Turf, Natural Grass, Hard Surface and Land Analysis**. The resulting conclusion is that all fields are overused and in poor or worse condition. There are not enough fields in town to handle the current demand and the current maintenance program is not working. There must be a clear chain of authority to specify who is ultimately responsible for the condition of the fields.

The task force identified four options:

- I. Do nothing – not recommended
- II. Improve Existing Fields. Add No New fields.
- III. Option II plus add one artificial turf field on Palmer Field

#### IV. Option III plus artificial turf on the All Purpose Field

Mr. Bentz asked about injuries and artificial turf, has it improved. Mr. Sartor stated that yes there have been considerable improvements. Mr. Bentz asked about the lifetime of artificial turf – an estimated 10 to 15 years depending on the geography. Mr. Wheeler asked about the annual maintenance costs – between \$5,000 and \$8,000. Mr. Bentz asked about the cons mentioned in the report for Option IV – Mr. Bragaw replied that the test borings indicated that substantial excavation and/or engineering work would be required.

Mr. Sartor stated that the Town must protect any investment and ensure that these exciting and substantial Town resources are enjoyed for decades to come. Mr. Frishman agreed that it is critical to have a direct contact for all parties (Memorandum of Understanding-MOU) to ensure protection of the fields. Members discussed with the Mrs. Stevens the necessary steps for Bond council and referendum dates. Mrs. Stevens stated that October 9, 2012 has been tentatively set for a Town meeting and October 17, 2012 for a referendum. Mr. Grimes stated that he would prefer to have a MOU in place before a Town Meeting. Mr. Haberek replied that he completely supports a detailed MOU between all parties however time constraints prohibit waiting. Mr. O'Brien added that he feels a MOU should be a broad overview and there should be a separate more detailed operating budget.

Mr. Frishman asked Board members if they were available to meet September 25, which allows 18 days to draft a Memorandum of Understanding. Mr. Frishman appointed Mr. Wheeler as liaison to the development of the MOU and Mr. Grimes as liaison to a building committee. Mrs. McAnanly asked why the need to expedite the process. Mr. Sartor and Mr. Bragaw replied that there is a lot to do such as formation of the building committee, RFP's, obtaining an outside engineer and completing the work for the Fall 2013 season, while ensuring that a Town meeting and referendum does not interfere with the Presidential election in November.

#### **Public Works – Highway Road bonding**

Mr. Bragaw provided for the members a Pavement Management Plan, with a detailed bonding proposal for Paving for approval prior to a referendum. This Plan includes \$4.45 million in work. There is an understanding that \$3.45 of this could be funded through a proposed bond and the remainder through funds left over from the FY 11-12 budget. Mr. Bragaw stated the DPW surveyed the condition of all the roads in town to determine of and when a particular pavement treatment would be needed. They are hoping to do the work over a four-year period and plan to address the immediate needs of approximately 67 out of the 110 miles or 62% of the Town approved roads. Mr. Bragaw addressed how the need of each road was determined. He added that if nothing is done at this time the \$4.5 million will easily reach \$10 million in the future.

At this time members of both the Board of Finance and Board of Selectmen praised the Stonington Athletic Fields Task Force and Joe Bragaw for their diligence with their respective presentations.

### **Additional Appropriation-Board of Education sprinkler system**

William King, SPS Operations Manager informed the Boards that the work is completed at West Broad Street School. He added that 32 additional sprinkler heads were installed instead of the estimated eight. The full \$89,807 was used.

Mr. Frishman asked for a motion that the Board of Finance approve an additional appropriation of \$89,807 for the WBSS Sprinkler system and forward to the Board of Selectmen for submission to a Town Meeting. Mr. Grimes made the motion; Mr. O'Brien seconded and was unanimous.

### **Bid Waiver -**

**Assessor – Microfiche machine** - Marsha Standish was present to request a bid waiver to replace the no longer working current machine that is over 30 years old. A source at the Historical Society was instrumental in finding a company that sold these types of machines. The machine will be beneficial to the Assessor's, Planning and Finance offices. Mr. O'Brien made a motion to approve the bid waiver for a new microfiche machine in the Assessor's office. Mr. Grimes seconded the motion and voting was unanimous.

**Board of Education – Tractor** – Members received a request from William King, Operations Manager for a bid waiver for a 35HP 4X4 tractor to service the athletic fields at SHS. His memo indicated that he would wait to purchase until the fields matter was settled. This item was tabled.

### **Revision of Purchasing ordinance to increase bid limit**

Mrs. Stevens stated that the current bid threshold is \$5000, which was set on July 20, 1983. Using "InflationData.com", the 29-year inflation rate from July 1983 to July 2012 is 129.33%, which results in an increased threshold of \$11,500. She is requesting the Board raise the bid threshold from \$5000 to \$12000 as well as amend the purchasing ordinance to allow the bid threshold to be increased annually by the percent change in the CPI during the month of July. After a brief discussion Mr. O'Brien made a motion to increase the bid threshold to \$10,000 and forward to the Board of Selectmen for submission to a Town Meeting. Members did not wish to increase annually using the CPI. Mr. Grimes seconded the motion and voting was unanimous.

### **Discussion re: potential BOE budget transfer**

Budget transfer request from William King, Operations Manager to transfer FY 12-13 CIP Funds to cover the cost of sodding the athletic fields at SHS. This was to notify the members as budget transfers are not until January.

### **Director Finance /Budget Transfers**

Mrs. Stevens provided for the members two additional budget transfers for fiscal year 2011-12 for the General Fund. She reported that the projected 2011/12 surplus is approximately \$1,090,000. She recommended using a majority of the anticipated surplus to pave roads identified by the Public Works Director; thus reducing the amount needed to borrow and saving interest expense. To

accomplish this, she presented a budget transfer (see attached) from various accounts to Highway Pavement treatment account (#10151-80217). In addition, the Board would then need to approve a continued appropriation. Mr. Grimes made a motion to approve the \$900,000 transfer as presented by the Director of Finance. Mr. Bentz seconded the motion and voting was unanimous.


Mr. O'Brien made a motion to approve the carryforward appropriation of \$900,000 in the Highway Pavement Treatment account. Mr. Grimes seconded the motion and voting was unanimous.

Mr. Wheeler made a motion to approve the budget transfer (attached) to the Street Lighting account from various accounts within the Building Operations and Maintenance department. Mr. Grimes seconded the motion and voting was unanimous.

It was the consensus of the Board that the Director of Finance request from Bond council two bond resolutions for Highway Paving and Athletic Fields.

There being no further business to come before the Board, Mr. Grimes made a motion to adjourn. Mr. Wheeler seconded the motion and the meeting was unanimously adjourned at 8:30 p.m.

Respectfully submitted,

  
John O'Brien  
Secretary

lp

TOWN OF STONINGTON  
 GENERAL FUND  
 PROPOSED BUDGET TRANSFERS  
 2011 - 2012 FISCAL YEAR

ADJUSTMENT	ACCOUNT NO.	ACCOUNT NAME	INCREASE	DECREASE	REASON
1	10154-80440	STREET LIGHTING	15,960		
	10154-80276	ELECTRICITY - TOWN HALL		4,514	
	10154-80277	ELECTRICITY - HIGHWAY GARAGE #1		3,040	
	10154-80280	ELECTRICITY - POLICE STATION		8,406	

TOWN OF STONINGTON  
 CAPITAL IMPROVEMENTS FUND  
 PROPOSED BUDGET TRANSFERS  
 2011 - 2012 FISCAL YEAR

ADJUSTMENT	ACCOUNT NO.	ACCOUNT NAME	INCREASE	DECREASE	REASON
1	10151-80217	TBD Highway <i>Basement</i> <i>Tree</i> <i>900,000</i>			
	10138-80410	SERIES 2003 GOB	56,670		
	10138-80411	SERIES 2004 GOB	144,540		
	10138-80414	SERIES 2005	111,250		
	10138-80415	SERIES 2007	39,690		
	10141-80017	DIRECTOR OF PLANNING	65,200		
	10152-80260	DISPOSAL FEES (SCRRA)	61,900		
	10152-80262	COMM COLL & RENTALS	174,900		
	10152-80261	RESIDENTIAL COLLECTION	14,100		
	10152-80254	GENERAL OPERATIONS	12,000		
	10152-80267	SCRRA RECEIPTABLE COSTS	17,150		
	10161-80045	SALARY REG OFFICERS	90,000		
	10161-80050	COMMUNICATION SPECIALISTS	15,000		
	10161-80563	PARTS AND LABOR - POLICE	14,000		
	10101-80094	LEGAL SERVICES/COURT COSTS	21,000		
	10101-80095	TREE TRIMMING AND LIGHTING	4,600		
	10108-80037	REFERENDA/ELECTION PERSONNEL	10,000		
	10109-80315	LAND RECORDS AND DATA PR	11,000		
	10123-80344	SOCIAL SECURITY	32,000		
	10123-80345	UNEMPLOYMENT	5,000		

**TOWN OF STONINGTON  
 UNAUDITED REVENUE/EXPENDITURE SUMMARY  
 FISCAL YEAR ENDING 06/30/2012**

	REVISED BUDGET	ACTUAL	BUDGET VARIANCE
PROJECTED REVENUE	55,295,598.00	55,558,699.00	(263,101.00)
PROJECTED EXPENDITURES	55,295,598.00	54,075,877.00	1,219,721.00
REVENUE OVER EXPENDITURES (UNAUDITED)		1,482,822.00	
LESS: ASSIGNMENT OF FUND BALANCE FOR DEBT SERVICE		(385,000.00)	
<b>SURPLUS AVAILABLE FOR PAVING</b>		<b>1,097,822.00</b>	