

September 1, 2010

The Board of Finance held a special meeting on this date at the Police Department meeting room. Members present were Glenn Frishman, Chairman; Andrew Rines, Secretary; Dudley Wheeler; John O'Brien; Bryan Bentz and Sandy Grimes. Also present Maryanna Stevens, Director of Finance; Jim Sisk, WPCA Chairman; Leslie Packer, Clerk and Town of Stonington staff and residents.

Mr. Frishman called the meeting to order at 7:00 p.m.

#### **Previous minutes**

Mr. Rines made a motion to accept the minutes of the July meeting.

Mr. Grimes seconded the motion and voting was unanimous.

#### **Additional Appropriations/Bid Waivers**

Police Dept. – Data Extraction – Chief Stewart requested that work extracting the entire department historical data (photos, police reports and master names) not completed by the departed IT Manager be continued through a budget transfer and a bid waiver. A new Record Management System vendor would be able to convert this information into the system with a transfer of \$12,500 from the IT Manager's salary line into the Telecommunication line and a bid waiver granted to Information Management Corporation to conduct the work. Mr. Wheeler questioned if it would be possible for Mr. Bentz to check into this further. Captain Desmond replied that they would prefer to resolve this quickly. Chief Stewart added that Mr. Jones had issues with the number of hours he was available as well as several complications. Mr. Bentz stated that he could look into this further but their solution sounds reasonable. Mr. Wheeler added that he is not happy that this cost is even necessary. Mr. Grimes made a motion to grant the bid waiver to Information Management Corporation to complete data extraction. Mr. Bentz seconded the motion. The budget transfer of \$12,500 from the IT Manager's salary line into the Telecommunication line will occur after January 1 2011.

Highway Department – Vehicles – Mr. Bragaw requested a bid waiver and an additional appropriation of \$19,830 to replace the totaled pickup truck with a new F350 mason dump truck. Mr. Bragaw detailed the costs that included FEMA reimbursements and an insurance reimbursement for the totaled truck. A discussion ensued where Lou DiCesare, Highway Supervisor stated that the dump truck can do a lot more work than a PU, he added that new EPA rules limit advantages of Diesel trucks. Mr. Wheeler asked if the plow from the totaled truck will work on the new truck or another vehicle, Mr. Bragaw and Mr. DiCesare were not sure. Mr. Wheeler made a motion to approve the additional appropriation for replacement of the totaled pickup concurrent with a bid waiver equal to low bidder of \$19,830. Mr. Grimes seconded the motion.

Police Dept. – Animal Control Facility Renovation - Members received a written request from Larry Sullivan, Town Engineer for a project wide bid waiver that would allow the Town to solicit and retain local contractors to complete certain specified portions of the animal control facility renovation without having to incur the costs of preparing bid packages and advertising for bids. Mr. Bragaw confirmed that the Highway Department will use free time in the winter months to complete miscellaneous installation and carpentry related items. Mr. Frishman made a motion to appoint Messrs. Wheeler and O'Brien to act as direct liaisons for the project to oversee dire needs and emergencies and grant bid waivers on behalf of the Board of Finance. Mr. Rines seconded the motion.

### **New Business**

WPCA Bond Authorization – Chairman Sisk stated that they had sent the conceptual plan to the DEP back in May to get their blessing. The DEP is now attempting to reduce the flow capacity of the Mystic plant based on the current forecasted annual average flow. The WPCA is urging them to go with the 20-year projections as designed; .8 million gallons a day. He added that they are not interested in the BioMag process. The original facilities plan had been sent 4 years ago. Bill McConnell, Project Engineer was also present and he believes that there are many numbers in the report and at a last minute review the DEP misinterpreted some of the numbers. He added that their questions are not unreasonable it is just too last minute. The WPCA has appealed to the Deputy Director of the DEP and they are hopeful that approval is imminent.

Memorandum of Understanding – Finance Office consolidation study – Mr. Frishman explained that he and Mr. Rines along with Gail MacDonald and Rob Cary of the Board of Education are working on this in an effort to save the Town money. The goal is to study the feasibility of combining financial management functions of the Town and Board into a single department. Mr. Frishman added that this has been prompted by an expected 20% revenue shortfall. Mr. Grimes asked if after the Finance study if it would be possible to look into combining the Maintenance departments as well. All agreed that it is a definite possibility. Mr. Grimes made a motion to move forward with the study hiring a consultant to review functions of both departments. The cost of the study is to be paid from the Board of Finance Special Audit line. Mr. Rines seconded the motion and voting was unanimous.

Gail MacDonald, Chairwoman of the Board of Education stated that this would be discussed at their September 8, 2010 meeting.

Discussion of buildings and property utilization study – Mrs. MacDonald informed the members that one of the goals of the BOE is space allocation. She would like to invite other Boards and Commission members for a comprehensive needs discussion. She added that the Board of Selectmen have been notified as well.

Police Dept. - Police Vehicles - Chief Stewart informed the members that revenue associated with cruiser use at road construction jobs is currently at \$27,000. This increased use also means increased costs including fuel, maintenance, wear and cleaning. With this increased revenue he would like to redirect some back to the fleet. Chief Stewart has the following recommendations: offset fuel and maintenance lines, \$10,000 to purchase a used pickup truck for Animal Control and a small SUV for use at road construction jobs, this would be useful in a variety of ways. Chief Stewart stated clearly that these recommendations are based on continued cruiser use for the remainder of the year. Mr. Frishman asked Mrs. Stevens to keep them apprised of revenues.

**Budget Transfers** - Mrs. Stevens provided for the members 2009-2010 fiscal year budget transfers. Mr. Wheeler made a motion to approve the transfers as submitted. Mr. Rines seconded the motion.

#### **Correspondence**

Members discussed the informational correspondence received from McGladrey & Pullen relating to the planned scope and timing of their audit. An RFP will be done for next year.

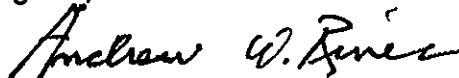
#### **Subcommittee reports**

Mr. O'Brien informed the members that the new Chairman for the Pension commission is Finance Director Maryanna Stevens. Mrs. Stevens stated that she would like to get an RFP for the trustees.

Mrs. Stevens updated the members with regard to the Sales Tax issue. The CT. Department of Revenue Services (DRS) is conducting an audit of the (Groton and Stonington) Town's commercial trash billings for the past three years beginning January 1, 2007 to determine how much in sales tax is owed to the State. The Town does not agree with the determination of DRS and plans to appeal. She plans to speak with Senator Andrew Maynard to move into legislation regarding back taxes. Effective September 1, 2010 services will include a 6% sales tax to avoid further liability.

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

Signed,



Andrew W. Rines  
Secretary

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