

A **REGULAR MEETING** of the Board of Finance was held in the City Hall Auditorium on Tuesday, December 18, 2018.

Present were Mayor Elinor Carbone and Board of Finance Members, Laurene Pesce, Christopher Anderson, Chris Beyus, and Lance Boynton. Mark Bushka and James Wright were absent.

Corporation Counsel Atty. Victor Muschell, City Comptroller Alice Proulx, Tax Collector Launa Goslee, Fleet Manager Emil Castro, and Police Chief Bill Baldwin, Jr. were also present.

Mayor Carbone called the meeting to order at 5:00 p.m. starting with the Pledge of Allegiance.

MINUTES

On a motion by Mr. Anderson, seconded by Mr. Beyus, the Board voted unanimously to accept the minutes of the regular meeting held November 20, 2018. Mr. Boynton abstained.

On a motion by Mr. Beyus, seconded by Mrs. Pesce, the Board voted unanimously to accept the minutes of the Special Joint Meeting with the City Council and the Board of Education held December 3, 2018. Mr. Anderson abstained.

On a motion by Mr. Boynton, seconded by Mr. Beyus, the Board voted unanimously to accept the minutes of the Special Joint Meeting with the City Council held December 3, 2018. Mr. Anderson abstained.

OPEN TO PUBLIC

On a motion by Mrs. Pesce, seconded by Mr. Anderson, the Board voted unanimously to open the meeting to the public. No one from the public wished to speak.

TAX COLLECTOR SERVICES AGREEMENT

On a motion by Mr. Beyus, seconded by Mr. Anderson, the Board voted unanimously to approve the Second Amendment to the Tax Collector Services Agreement. The Board discussed the proposed changes to the contract.

VEHICLE REPLACEMENT

On a motion by Mr. Anderson, seconded by Mr. Beyus, the Board voted unanimously to accept the recommendation of the Fleet Manager and the Purchasing Agent, and authorize the Mayor to award the purchase of four (4) Ford ranger 4X4 trucks, as described in the Purchasing Agent's memo dated November 28, 2018, to MHQ, Inc. of Middletown, CT for \$101,796 (\$25,449/ea.) with funding from the Vehicle Replacement account, and further authorize the Mayor to act on behalf of the City regarding the execution of the contract and its administration.

SECTION B

On a motion by Mr. Anderson, seconded by Mrs. Pesce, the Board voted unanimously to add Section "B" to the agenda.

Section B: Franklin Street Parking Lot Purchase

On a motion by Mr. Anderson, seconded by Mrs. Pesce, the Board voted unanimously to approve the City's purchase of the parking lot on Franklin Street described by the Assessor as Map 117, Block 22, Lot 20 from General Real Estate Holdings, LLC for the purchase price of \$80,000 with funding from the Contingency Fund, in accordance with the Letter of Intent dated December 5, 2018, and to refer the matter to the Planning and Zoning Commission for a recommendation, per C.G.S. §8-24.

The Board discussed the potential acquisition and remediation of the property. Mayor Carbone stated that the City's intent is to continue using the property as a parking lot. She stated that the purchase would be consistent with the City's Municipal Development Plan and added that there is a high demand for overnight parking in the area.

BOARD OF EDUCATION FINANCIAL REPORTS

On a motion by Mr. Beyus, seconded by Mr. Anderson, the Board voted unanimously to accept the Board of Education financial reports.

BUSINESS: DEPARTMENT HEADS

On a motion by Mr. Beyus, seconded by Mrs. Pesce, the Board voted unanimously to consider business by Department Heads. No business was reported.

BUSINESS: MAYOR & MEMBERS

On a motion by Mr. Beyus, seconded by Mr. Anderson, the Board voted unanimously to consider business presented by the Mayor and Members of the Board of Finance. The Board discussed the potential savings and efficiencies that could be gained from implementing the ExecuTime time management software. Mayor Carbone reported that UConn’s Board of Trustees approved the Letter of Interest that was submitted by the City of Torrington and Five Points regarding the acquisition of the former UConn Torrington campus. She also discussed a new marketing initiative that will target prospective residents and businesses.

ADJOURNMENT

On a motion by Mr. Anderson, seconded by Mr. Beyus, the Board voted unanimously to adjourn at 5:45 p.m.

Respectfully submitted,
Jonathan R. Draper, Asst. Clerk

ATTEST:



CAROL L. ANDERSON, MMC
CITY CLERK