

A **REGULAR MEETING** of the Board of Finance was held on Tuesday, May 19, 2020. In response to the Governor's Executive Orders regarding COVID-19, this meeting was held remotely using the ZOOM online meeting platform. Participants included Mayor Elinor Carbone and Board of Finance Members James Wright, Laurene Pesce, Lance Boynton, Christopher Beyus, Mark Bushka and Christopher Anderson. City Comptroller Alice Proulx, Corporation Counsel Victor Muschell, City Treasurer Daniel Farley, Deputy Fire Chief David Tripp and Drakeville VFD Chief David Maccalous also joined the meeting.

Mayor Carbone called the meeting to order at 5:02 p.m.

MINUTES

On a motion by Mr. Wright, seconded by Mr. Beyus, the Board voted unanimously to accept the minutes of the regular meeting held April 21, 2020.

PD SURVEILLANCE CAMERA SYSTEM UPGRADE

On a motion by Mr. Beyus, seconded by Mr. Anderson, the Board voted unanimously to accept the recommendation of Safer Places consultant Steve Bukoski, Chief William Baldwin, Captain Bart Barown and the Purchasing Agent to award the contract for the Surveillance Camera System upgrade at the Police Department headquarters in the amount of \$94,544.38 to Mammoth Security, Inc., of New Britain, CT and authorize the Mayor to act on behalf of the City regarding the execution of the contract and its administration.

Mrs. Pesce requested clarification regarding the City's contract with Safer Places, Inc. and questioned whether any legal ramifications could result from Mammoth Securities omitting labor costs in their initial bid. Mayor Carbone explained that the Safer Places consultant was brought in to assess the need for security system upgrades and make a recommendation. Atty. Muschell stated that he believed the company's failure to include labor costs in the initial bid documents would not be an issue.

Mr. Bushka questioned why Proposal B for security cameras at the Traffic Barn was not included on the agenda and Mayor Carbone explained that the combined cost to complete both projects would have been too high.

ESTABLISHMENT OF FUND 0282: COVID-19

On a motion by Mr. Boynton, seconded by Mrs. Pesce, the Board voted unanimously to formally accept the establishment of Fund 0282 – COVID 19 for the accounting of expenses and revenues related to the COVID-19 pandemic.

Mr. Beyus and Mr. Wright requested clarification regarding which expenses would be included in the fund. Mayor Carbone and Ms. Proulx explained that the fund would comprise of COVID-19 related expenses for all City departments, including overtime and Board of Education expenses. Ms. Proulx informed the Board that the City's COVID-19 related expenses to date totaled approximately \$170,000. Mr. Beyus requested to receive monthly reports for Fund 0282 and Mr. Anderson questioned whether the COVID-19 related expenses would be included in the monthly expenditure reports which the Board already receives. Ms. Proulx clarified that Fund 0282 was separate from the General Fund and would be an entirely different report. Mr. Bushka requested clarification regarding the reimbursement level for COVID-19 related expenses and Ms. Proulx reported that the City was informed that it would receive 100% reimbursement for all eligible expenses. Mr. Boynton asked whether the Board of Education anticipated any savings from closing the schools and Mayor Carbone referred to the information provided by Interim Business Manager Ed Arum at the previous joint meeting of the Board of Finance and the Board of Education on May 5, 2020.

DISCUSSION REGARDING FY 2020/2021 BUDGETS

Mr. Bushka requested clarification regarding the schedule of meetings going forward. Mayor Carbone clarified that there was a joint meeting of the City Council and Board of Finance scheduled to begin at 5:00 p.m. on May 21, 2020 for the purpose of reviewing and discussing the proposed THS Building Project. She also reminded him that the meeting to set the mill rate and adopt budgets was changed from May 26, 2020 to June 2, 2020 at 5:00 p.m. Mr. Beyus requested to also have a meeting on May 26, 2020 to continue the discussion on FY 20/21 budgets and the other Board members agreed.

Mr. Bushka requested clarification regarding the Board of Education's Capital budget and Mayor Carbone reported that their proposed Capital budget totaled \$1,515,200. Mr. Beyus questioned whether that figure including technology expenses and the Mayor reported that it did. Mr. Beyus and Mrs. Pesce also requested clarification regarding the CARES Act funding and Mayor Carbone explained that the money would have parameters for what it could be used for.

Mr. Boynton requested an update on negotiations for a possible credit with the bus company and Mr. Beyus requested a breakdown of the Board of Education's salary line items.

BOE FINANCIAL REPORTS

On a motion by Mr. Wright, seconded by Mr. Bushka, the Board voted unanimously to accept the Board of Education's financial reports. Mr. Bushka requested a year-end projection of overall savings.

BUSINESS BY DEPARTMENT HEADS

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

BUSINESS BY THE MAYOR AND MEMBERS OF THE BOARD OF FINANCE

On a motion by Mr. Beyus, seconded by Mr. Boynton, the Board voted unanimously to consider business by the Mayor and members of the Board of Finance.

Mr. Wright expressed his appreciation for the City Council members' comments regarding the budget and mill rate at the joint meeting on May 18, 2020.

Mrs. Pesce requested that the City live stream its meetings when the boards go back to meeting in-person.

Mr. Anderson expressed his support for restoring funding to the Volunteer Fire Departments.

Mr. Beyus commented on the success of soliciting public input and promoting transparency in the budget process, despite not being able to hold in-person meetings.

Mayor Carbone encouraged the Board members to attend the joint meeting with the City Council on Thursday, May 21, 2020 regarding the THS Building project. She informed them that the meeting would also be attended by Bond Counsel Sandra Dawson and Financial Advisor Bill Lindsay and briefly discussed the bond resolution timeline.

ADJOURNMENT

On a motion by Mr. Wright, seconded by Mr. Beyus, the Board voted unanimously to adjourn at 5:46 p.m.

ATTEST:



CAROL L. ANDERSON, MMC
CITY CLERK