



STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

55 MAIN STREET – PO BOX 187
ELLINGTON, CONNECTICUT 06029-0187
www.ellington-ct.gov

BOARD OF FINANCE

JOHN P. RACHEK
Chairman

DOUGLAS B. HARDING
MARK A. JOYSE
DAVID J. OLENDER
BARRY C. PINTO
MICHAEL D. VARNEY

REGULAR MEETING FEBRUARY 7, 2017 MINUTES

Board Members Present: J. Rachek-Chairman, D Harding, M. Joyse, D. Olender, B. Pinto

Board Members Absent: M. Varney

Others Present: N. DiCorleto-Finance Officer, L. Spielman-First Selectman,
D. Stavens-Selectman, T. Palshaw-Resident

Call to Order

Chairman John Rachek called the meeting to order at 8:00 PM.

Citizen's Forum – None

Approval of Minutes of Regular Meeting of January 10, 2017

MOVED (PINTO) SECONDED (OLENDER) AND PASSED UNANIMOUSLY TO APPROVE THE MINUTES OF THE REGULAR MEETING OF JANUARY 10, 2017 AS WRITTEN.

Financial Statements

Nicholas DiCorleto told the Board that OPM has sent notification that LOCIP is frozen. He also passed out a hand out of how to maneuver the OPM website.

New Business

Salary Adjustments 2016-17

The Finance Officer told the Board that there is a balance in this account.

MOVED (HARDING) SECONDED (OLENDER) AND PASSED UNANIMOUSLY TO APPROVE THE TRANSFER OF \$123,145 FROM THE SALARY ADJUSTMENT ACCOUNT TO VARIOUS TOWN DEPARTMENTS' ACCOUNTS TO COVER THE COST OF SALARY

INCREASES, AS SPECIFIED IN THE SALARY ADJUSTMENT SCHEDULE ATTACHED BY THE FINANCE OFFICER.

Bonding Resolution Town Hall Addition/Renovation

MOVE TO ADOPT THE FOLLOWING RESOLUTION:

RESOLVED, (OLENDER) SECONDED (HARDING) that the Board of Finance recommends that the Town of Ellington appropriate \$2,860,000 for costs related to the design, construction, equipping and furnishing of renovations and an addition to the Ellington Town Hall, contemplated to consist of: (a) renovations and reconfiguration of the existing Town Hall to provide facilities for the First Selectman, the Finance Department/Treasurer, Emergency Management, the Registrars of Voters and Human Resources, vaults, meeting rooms, staff facilities, lavatories, and support, boiler/mechanical, service and storage spaces; (b) an approximately 5,930 square foot, one-story addition to be located to the north of the existing Town Hall to provide facilities for the Town Clerk, the Tax Collector and the Assessor, a vault, a conference room, lavatories and lobby, mechanical, electrical and storage spaces; (c) site improvements including a patio, an outdoor foyer, sidewalks, a crosswalk and landscaping; and (d) related improvements and work. It is contemplated that the project will be completed substantially as described in the report developed by the Fuss & O'Neill Design Build, LLC and James Vance and Associates Architects, dated November 10, 2016 and entitled "Ellington Town Hall Renovation & Addition, 55 Main Street, Ellington, CT 06029". The Permanent Building Committee shall be authorized to determine the scope and particulars of the project, and to reduce or modify the project scope; and the entire appropriation may be spent on the project as so reduced or modified. The appropriation may be spent for design, construction, acquisition, and installation costs; site improvements; infrastructure improvements; equipment, furnishings, and materials; architectural, engineering, consultant, and other professional fees including legal fees; administrative costs, including costs related to the application for and acceptance of grants; the payment of net temporary interest and other financing costs; and other expenses related to the project or its financing.

FURTHER RESOLVED, that the Board of Finance recommends that the appropriation be funded in part by a \$500,000 State of Connecticut Small Town Economic Assistance Program (STEAP) grant and the \$2,360,000 balance by the proceeds of bonds or notes and temporary notes issued by the Town to finance in part the appropriation.

Discussion: Mr. Rachek had asked Mr. Varney for his comments by email since he would not be in attendance tonight. He was unsure of the project as it related to the scope creep. Mr. DiCorleto stated that the project was originally a two story small addition to the back of the Town Hall. It is now a larger one story addition able to accommodate a second floor for the future. It includes offices located on one level that the public needs access to regularly as well as a new vault. First Selectman Lori Spielman stated that this project also includes the renovation of the existing building that was not included in prior projections. It also includes the moving of the playscape at Center School.

Mr. Joyse expressed his disapproval for doing this project before the budget is completed and that it was originally a \$1.2 million project and now it is a \$2.8 million project. Lori Spielman stated that it is technically two projects, the addition and the renovation. Mr. Joyse stated that the

State keeps talking about putting additional costs on the town. He felt that the funds to pay for this project each year could be put to something that may be higher on the priority list. He questioned whether this was the best use for the funds. Mr. Pinto felt the board should wait until the State has finished its budget. Mr. DiCorleto passed out the debt projection schedule and showed that it does not increase the operating budgets. Mr. Harding agreed that a wait and see should be done especially concerning the State budget. Mr. Rachek agreed that the timing on this project was not good and agreed that it should be looked at again after the budget process.

Mr. Palshaw, 120 Pinney Street agreed with the motion and to revisit the project. He stated that the STEAP grant has already been extended once and was told it cannot be extended again. He felt that the projects on the list for bonding should be prioritized.

VOTE ON THE RESOLUTION – UNANIMOUSLY DEFEATED-NAYS (5)

Board of Finance 2017-18 Budget

MOVED (PINTO) SECONDED (HARDING) AND PASSED UNANIMOUSLY TO SET BOARD OF FINANCE BUDGET 120 AT \$9,950 FOR FY 2017-18.

MOVED (JOYSE) SECONDED (OLENDER) AND PASSED UNANIMOUSLY TO SET BOARD OF FINANCE BUDGET 121-AUDITORS AT \$45,000 FOR FY 2017-18.

MOVED (JOYSE) SECONDED (OLENDER) AND PASSED UNANIMOUSLY TO SET BOARD OF FINANCE BUDGET 122-AUDITORS SPECIAL PROJECTS AT \$100 FOR FY 2017-18.

MOVED (JOYSE) SECONDED (PINTO) AND PASSED UNANIMOUSLY TO SET BOARD IF FINANCE BUDGET 1010-CONTINGENCY FUND AT \$200,000 FOR FY 2017-18.

MOVED (OLENDER) SECONDED (HARDING) AND PASSED UNANIMOUSLY TO SET BOARD OF FINANCE BUDGET 1011-CAPITAL RESERVE FUND AT \$200,000 FOR FY 2017-18.

MOVED (OLENDER) SECONDED (HARDING) AND PASSED UNANIMOUSLY TO SET BOARD OF FINANCE BUDGET 1045-GASB-OPED AT \$100,000 FOR FY 2017-18.

Mr. DiCorleto asked that the Board of Finance review his request to go out to bid for RFP's for the Emergency Service Study and for the Plan of Conservation and Development Comprehensive Review and Update. He would like to do this to get pricing before the April deliberations. He would include a note stating that there is no set budget for these projects at this time and that the proposals may be terminated after 120 days if no budget is set. It was felt by the Board of Selectmen that volunteers as well as future equipment needs should be included in the scope. Members questioned the Emergency Services Study and the scope. The Board of Finance by consensus agreed that the Finance Officer should go out to bid for RFP's for these two studies. Mr. DiCorleto agreed that the Board of Selectmen should determine the scope of the project.

Liaison Reports

Mr. Joyse stated that the turf fields are coming to the Board. The group is interested in presenting to the Board of Finance what they really need in this project. They are concerned

that the price has escalated. Lori Spielman stated that the prices they used for applying for the grant was for the turf installation and the lighting. She stated that a good chunk of the additional cost is for the soils underneath the fields. The topsoil needs to be stripped and dug down and detailed underdrain installed. It also includes wetlands mitigation.

Adjournment

MOVED (PINTO) SECONDED (OLENDER) AND PASSED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:00 PM.

Respectfully submitted:



Lori Smith, Recording Secretary

Town of Ellington
 Town Charter Section 1009 (d) (1)- Expenditures and Accounting
 Transfers/Additional Appropriations from
 Salary Adjustment Account #1065
 Fiscal Year 2016-17

Approved Budget-\$208,616

Transfer From:			
1065 Salary Adjustment		\$	123,145
	TOTAL	\$	<u>123,145</u>
 TRANSFERS TO:			
110 Board of Selectmen		\$	5,144
130 Finance Officer		\$	9,076
131 Tax Assessor	Staff Changes	\$	-
132 Tax Collector		\$	5,506
140 Town Clerk	Staff Changes	\$	9,485
170 Town Planner	Staff Changes	\$	3,510
330 Police		\$	6,282
340 Animal Control Officer		\$	1,170
350 Emergency Management		\$	836
360 Building Official		\$	5,176
391 Fire Marshal		\$	3,943
410 General Town Roads		\$	50,134
540 Parks & Recreation		\$	4,577
750 Human Services		\$	15,503
795 Senior Center		\$	2,803
	TOTAL	\$	<u>123,145</u>