

May 15, 2023

The Joint Meeting of the City Council and Board of Finance was held on May 15, 2023 in the Board of Education Auditorium, 129 Church Street at 5:30 p.m. Present: Mayor Caggiano; Council Members Howe Panioto, Rosengren, and Thibeault; Commissioners Burns, Mace, Maikowski, O'Brien and Smith. Present by videoconference: Council Member Tyler; Commissioner Heiser. Absent: Council Member Olsen, Commissioner Kazemekas, and Commissioner Whitford – excused.

1. TO ADOPT THE CAPITAL BUDGET FOR FISCAL YEAR 2023-2024 TOTALING \$38,224,800.

Board of Finance approval presented.

On motion of Council Member Thibeault and seconded by Council Member Howe, it was voted: To adopt the Capital Budget for fiscal year 2023-2024 totaling \$38,224,800.

A roll call vote was taken.

<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Mayor Caggiano		
Council Member Howe		
“ ”		
Panioto		
“ ”		
Rosengren		
“ ”		
Thibeault		
“ ”		
Tyler		
Commissioner Burns		
“ ”		
Heiser		
“ ”		
Mace		
“ ”		
Maikowski		
“ ”		
O'Brien		
“ ”		
Smith		

CAPITAL BUDGET ADOPTED: *YES – 12; NO – 0; ABSTAIN – 0.*

2. ADOPTION OF BUDGET ESTIMATE FOR THE INTERNAL SERVICE FUND FOR FISCAL YEAR 2023-2024 TOTALING \$46,132,090; \$3,707,700 FOR THE NEW SELF-INSURED WORKERS' COMPENSATION FUND; AND \$42,424,390 FOR THE HEALTH BENEFITS FUND.

Board of Finance approval presented.

On motion of Commissioner Smith and seconded by Council Member Thibeault, it was unanimously voted: To adopt the budget estimate for the Internal Service Fund for fiscal year 2023-2024 totaling \$46,132,090; \$3,707,700 for the New Self-Insured Workers' Compensation Fund; and \$42,424,390 for the Health Benefits Fund.

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3. ADOPTION OF BUDGET ESTIMATE FOR THE BRISTOL WATER DEPARTMENT TOTALING \$9,361,103.

Board of Finance approval presented.

On motion of Council Member Thibeault and seconded by Commissioner Smith, it was unanimously voted: To adopt the budget estimate for the Bristol Water Department totaling \$9,361,103.

4. ADOPTION OF BUDGET ESTIMATE FOR SOLID WASTE DISPOSAL FUND FOR FISCAL YEAR 2023-2024 TOTALING \$1,675,200.

Board of Finance approval presented.

On motion of Council Member Rosengren and seconded by Commissioner O'Brien, it was unanimously voted: To adopt the budget estimate for the Solid Waste Disposal Fund for fiscal year 2023-2024 totaling \$1,675,200.

5. ADOPTION OF BUDGET ESTIMATE FOR THE SEWER OPERATING AND ASSESSMENT FUND FOR FISCAL YEAR 2023-2024 TOTALING \$7,411,145.

Board of Finance approval presented.

On motion of Commissioner Smith and seconded by Council Member Thibeault, it was unanimously voted: To adopt the budget estimate for the Sewer Operating and Assessment Fund for fiscal year 2023-2024 totaling \$7,411,145.

6. ADOPTION OF BUDGET ESTIMATE FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUND FOR FISCAL YEAR 2023-2024 TOTALING \$1,110,075, CONSISTING OF \$588,210 IN ENTITLEMENT FUNDS; \$20,000 IN REPROGRAMMED CDBG FUNDS; \$466,865 TRANSFERRED FROM THE GENERAL FUND; AND \$35,000 IN PROGRAM INCOME.

Board of Finance approval presented.

On motion of Commissioner Smith and seconded by Commissioner O'Brien, it was unanimously voted: To adopt the budget estimate for the Community Development Block Grant Fund for fiscal year 2023-2024 totaling \$1,110,075 consisting of \$588,210 in Entitlement funds; \$20,000 in reprogrammed CDBG funds; \$466,865 transferred from the General Fund; and \$35,000 in Program Income.

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7. ADOPTION OF BUDGET ESTIMATE FOR THE PINE LAKE ADVENTURE PARK FUND FOR FISCAL YEAR 2023-2024 TOTALING \$60,195.

Board of Finance approval presented.

On motion of Commissioner Burns and seconded by Council Member Thibeault, it was unanimously voted: To adopt the budget estimate for the Pine Lake Adventure Park Fund for fiscal year 2023-2024 totaling \$60,195.

8. ADOPTION OF BUDGET ESTIMATE FOR THE POLICE PRIVATE DUTY FUND FOR FISCAL YEAR 2023-2024 TOTALING \$1,897,440.

Board of Finance approval presented.

On motion of Commissioner O'Brien and seconded by Commissioner Mace, it was unanimously voted: To adopt the budget estimate for the Police Private Duty Fund for fiscal year 2023-2024 totaling \$1,897,440.

9. ADOPTION OF BUDGET ESTIMATE FOR THE SCHOOL LUNCH PROGRAM FOR FISCAL YEAR 2023-2024 TOTALING \$4,622,725.

Board of Finance approval presented.

On motion of Commissioner Smith and seconded by Council Member Rosengren, it was unanimously voted: To adopt the budget estimate for the School Lunch program for fiscal year 2023-2024 totaling \$4,622,725.

10. ADOPTION OF BUDGET ESTIMATE FOR THE TRANSFER STATION FUND FOR FISCAL YEAR 2023-2024 TOTALING \$899,050.

Board of Finance approval presented.

On motion of Commissioner Smith and seconded by Council Member Panioto, it was unanimously voted: To adopt the budget estimate for the Transfer Station Fund for fiscal year 2023-2024 totaling \$899,050.

11. ADOPTION OF BUDGET ESTIMATE FOR THE ROAD IMPROVEMENTS FUND FOR FISCAL YEAR 2023-2024 TOTALING \$5,796,365.

Board of Finance approval presented.

On motion of Council Member Thibeault and seconded by Commissioner Smith, it was unanimously voted: To adopt the budget estimate for the Road Improvements Fund for fiscal year 2023-2024 totaling \$5,796,365.

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12. ADOPTION OF GENERAL FUND BUDGET ESTIMATE FOR FISCAL YEAR 2023-2024 TOTALING \$222,838,585.

Board of Finance approval presented.

Board of Finance Chairperson John Smith delivered the following budget message:

“To the Mayor, City Council, Citizens and Taxpayers of Bristol:

On behalf of the members of the Bristol Board of Finance, I present its recommended budget for the 2023-2024 fiscal year for adoption by the Joint Meeting of the City Council and Board of Finance as mandated by Section 25(l) of the Charter of the City of Bristol.

The Board of Finance recommended budget for 2023-24 is 3.56% above the City’s 2022-2023 budget. It represents an estimate of revenues and expenditures for the 2023-24 fiscal year. Comprised of both fixed and non-fixed components, its genesis evolves from information and data presented by City Departments in conjunction with Municipal Boards and Commissions. The interaction among the Board of Finance and City and Board of Education representatives appears to have reached a new dimension as interactions focused on areas that may result in cost savings and/or cost avoidance. The same is true with deliberations of the Mayor’s Capital and Strategic Planning Committee resulting in the approval of several projects that will insure the continued operation of the City’s infrastructure and capital assets along with the development and expansion of others such as the Pine Lake Recreation area and replacement of a Firehouse in the Forestville section of the City. Additionally, Departmental cooperation and collaboration has expanded resulting in operational economies and expanded programs.

The budget also implements the State mandated five year revaluation for 10/1/22 Grand List which is effective for the 2023/2024 fiscal year. Overall, the Grand List increased 28.1% with residential property values increasing over 34% with the increase in market values experienced over the last couple of years. As a result, there will be a shift in the tax burden to residential property owners for the July 1, 2023 tax bills. While there is a 20.8% decrease in the mill rate (30.35 vs 38.35), the increase in market and assessed property values will result in a tax increase of approximately 9% to the average and median residential homeowner.

Expenditure changes from 2022-2023 are as follows:

- *General City increased \$3.15 million or 4.0%.*
- *Debt Service and Capital Transfers increased \$1.8 million or 15.36%*
- *Education increased \$2.66 million or 2.14%*

Revenue

Revenue estimates remain relatively constant with 2022-2023 with the exception of Investment Income, which is estimated to be increased by \$705,000. In light of current economic conditions resulting from the COVID 19 pandemic, interest rates plummeted in the 2 years since the pandemic began. In the current year rates have been increasing, a result of the recent federal reserve actions. State grants increased approximately \$800 thousand due to an increase in the Motor Vehicle transition grant due to the mill rate cap effective for 2022-2023. In addition, the City’s Grand List increased 28.12% from \$4.240 billion to \$5.433 billion due to revaluation.

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The November 9, 2022 Joint Meeting set aside \$2 million in a Mill Rate Stabilization Fund to be used to offset anticipated increases in future debt service costs as well as other increased expenses. Of this \$1,000,000 will be used.

Acknowledgements

The Board wishes to acknowledge those who played a significant role in the budgetary process beginning with City department heads and Board of Education Administrators who were asked to submit not only financial data for 2023-2024 but also goals and objectives for the long term.

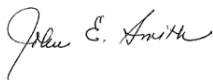
To Diane Waldron, Comptroller, and her staff: Robin Manuele, Assistant Comptroller, Jodi McGrane, Assistant to the Comptroller, Jessica Pilgrim, Senior Accountant and JoAnn Martin, Budget & Accounting Assistant -- Thank you for your leadership, for providing current information, for expressing notes of caution when necessary and for your sage advice and counsel throughout the process.

A personal thank you to the members of the Board of Finance who continue to give freely of their time and talents throughout the entire year attending meetings, listening to and reviewing data, participating in discussions and making difficult decisions regarding the City's finances. Additionally, a thank you to the Mayor's Capital and Strategic Planning Committee for its work reviewing major capital requests, financing alternatives for the development of the Capital Budget, and presenting recommendations to be included in the capital budget.

Chairman's Notes

The expectation for 2023-2024 is that the City will continue to be fiscally sound. Its operational and fiscal management is intuitive and proactive. The City and developers are aggressive in rebuilding the downtown area which has laid fallow for years. A renovated City Hall will benefit the governance function as well as all citizens. However, it will continue to be absolutely necessary for City leaders to be extremely vigilant in their governance function. They must be prepared to react to change whenever necessary as well as to initiate change that will enhance that status quo as well as to initiate new policies and programs to benefit those who live and work here. We should be proud of what has been accomplished and we must be committed to continue to work together to make the City thrive.

Respectfully submitted,



*John Smith
Board of Finance Chairperson"*

Mayor Caggiano, council members, and commissioners thanked Board of Finance Chairman Smith for his many years of service and sage advice.

On motion of Council Member Thibeault and seconded by Council Member Howe, it was unanimously voted: To adopt the General Fund budget estimate for fiscal year 2023-2024 totaling \$222,838,585.

A roll call vote was taken.

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YES

NO

ABSTAIN

Mayor Caggiano

Council Member Howe

“ ” Panioto

“ ” Rosengren

“ ” Thibeault

“ ” Tyler

Commissioner Burns

“ ” Heiser

“ ” Mace

“ ” Maikowski

“ ” O’Brien

“ ” Smith

GENERAL FUND BUDGET ADOPTED: YES – 12; NO – 0; ABSTAIN – 0.

The Mayor declared the budget adopted.

The following Proclamation was read by Mayor Caggiano:

“WHEREAS, Section 25(l) of the City Charter provides that upon completion of the budget by the Board of Finance, the same shall be submitted to a joint meeting of the City Council and the Board of Finance; and

WHEREAS, no changes in the budget as prepared and passed by the Board of Finance have been voted at a joint meeting duly called; and

THEREFORE, the budget as prepared by the Board of Finance is the budget of the City of Bristol for the fiscal year beginning July 1, 2023 and ending June 30, 2024.”

13. TAX RATE SET AT 30.35 MILLS AS RECOMMENDED BY THE BOARD OF FINANCE.

Board of Finance approval presented.

On motion of Council Member Howe and seconded by Council Member Thibeault, it was unanimously voted: To set the tax rate at 30.35 mills as recommended by the Board of Finance.

A roll call vote was taken.

May 15, 2023

YES

NO

ABSTAIN

Mayor Caggiano

Council Member Howe

“ ” Panioto

“ ” Rosengren

“ ” Thibeault

“ ” Tyler

Commissioner Burns

“ ” Heiser

“ ” Mace

“ ” Maikowski

“ ” O’Brien

“ ” Smith

TAX RATE ADOPTED: *YES – 12; NO – 0; ABSTAIN – 0*

14. MAYOR OR ACTING MAYOR AND CHAIRPERSON OF BOARD OF FINANCE AUTHORIZED TO SIGN NECESSARY RATE BOOKS.

Board of Finance approval presented.

On motion of Council Member Thibeault and seconded by Council Member Howe, it was unanimously voted: That the Mayor or Acting Mayor and the Chairperson of the Board of Finance be authorized to sign the necessary rate books for the Tax Collector.

A roll call vote was taken.

YES

NO

ABSTAIN

Mayor Caggiano

Council Member Howe

“ ” Panioto

“ ” Rosengren

“ ” Thibeault

“ ” Tyler

Commissioner Burns

“ ” Heiser

“ ” Mace

“ ” Maikowski

“ ” O’Brien

“ ” Smith

MOTION ADOPTED: *YES – 12; NO – 0; ABSTAIN – 0*

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15. ADOPTION OF SINGLE INSTALLMENT TAX PAYMENT FOR PROPERTY TAX DUE IN AN AMOUNT OF \$100 OR LESS PAYABLE JULY 1, 2023 AND TWO INSTALLMENTS BASED ON PROPERTY TAX DUE IN AN AMOUNT GREATER THAN \$100 PAYABLE ON JULY 1, 2023 AND JANUARY 1, 2024.

Board of Finance approval presented.

On motion of Council Member Thibeault and seconded by Commissioner O'Brien, it was unanimously voted: To adopt a single installment tax payment for property tax due in an amount of \$100 or less payable on July 1, 2023 and two installments based on a property tax due in an amount greater than \$100 payable on July 1, 2023 and January 1, 2024.

16. ADOPTION OF SINGLE INSTALLMENT TAX PAYMENT FOR MOTOR VEHICLES IN 2023-2024 FISCAL YEAR TO BE PAYABLE JULY 1, 2023.

Board of Finance approval presented.

On motion of Council Member Rosengren and seconded by Council Member Panioto, it was unanimously voted: To adopt a single installment tax payment for motor vehicles in the 2023-2024 fiscal year to be payable July 1, 2023.

17. NO OTHER BUSINESS.

18. ADJOURNMENT.

At 5:56 p.m., on motion of Council Member Howe and seconded, it was unanimously voted: To adjourn.

ATTEST: _____

**Erica Cabiya
Town and City Clerk**