

May 20, 2019

The Joint Meeting of the City Council and Board of Finance was held on May 20, 2019 in the City Hall Council Chambers, 111 North Main Street at 5:30 p.m. Present: Mayor Zoppo-Sassu; Council Members Fortier, Mills, Preleski and Rosado; Commissioners Burns, Calfe, Carrier, LaMothe, O'Brien, Smith and Thibeault. Absent: Commissioner Jones. Council Member Hahn arrived at 5:37 p.m. and Council Member Kelley arrived at 5:47 p.m.

**1. ADOPTION OF CAPITAL BUDGET FOR FISCAL YEAR 2019-2020
TOTALING \$7,034,615.**

Board of Finance approval presented.

Commissioner Thibeault suggested removing the item on the City Wide Fiber Network from the Capital Budget. She noted the potential capital investment and expressed uncertainty that local government had the legal authority to create such a network by citing a PURA decision.

Mayor Zoppo-Sassu responded that based on the direction of other states the PURA decision could likely be overturned. The City was carefully monitoring that. She explained that the Capital Budget request was for \$100,000 and the purpose was to gain more information about this capital project.

Commissioner O'Brien noted that laws and regulations often change with the times which could overturn the PURA decision.

Commissioner LaMothe stated the City of Bristol should continue to move forward with the matter.

On motion of Commissioner Thibault and seconded by Commissioner Carrier, it was defeated: To remove the City Wide Fiber Network item from the Capital Budget schedule.

(Council Members Fortier, Hahn, Mills, Preleski and Rosado; Commissioners Calfe, LaMothe, O'Brien and Smith and Mayor Zoppo-Sassu voted "No".)

(Council Member Hahn arrived at 5:37 p.m. and voted on this item.)

On motion of Council Member Fortier and seconded by Commissioner Smith, it was voted: To adopt the Capital Budget for fiscal year 2019-2020 totaling \$7,034,615.

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A roll call vote was taken.

<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Council Member Fortier	Commissioner Carrier	
“ ” Hahn	“ ” Thibeault	
“ ” Mills		
“ ” Preleski		
“ ” Rosado		
Commissioner Burns		
“ ” Calfe		
“ ” LaMothe		
“ ” O’Brien		
“ ” Smith		
Mayor Zoppo-Sassu		

CAPITAL BUDGET ADOPTED: *YES – 11; NO – 2; ABSTAIN – 0.*

2. ADOPTION OF BUDGET ESTIMATE FOR INTERNAL SERVICE FUND FOR FISCAL YEAR 2019-2020 TOTALING \$41,311,975; \$3,435,000 FOR NEW SELF-INSURED WORKERS’ COMPENSATION FUND; AND \$37,876,975 FOR HEALTH BENEFITS FUND.

Board of Finance approval presented.

On motion of Council Member Fortier and seconded by Commissioner Smith, it was unanimously voted: To adopt the budget estimate for the Internal Service Fund for fiscal year 2019-2020 totaling \$41,311,975; \$3,435,000 for the New Self-Insured Workers’ Compensation Fund; and \$37,876,975 for the Health Benefits Fund.

3. ADOPTION OF BUDGET ESTIMATE FOR BRISTOL WATER DEPARTMENT FOR FISCAL YEAR 2019-2020 TOTALING \$8,740,403.

Board of Finance approval presented.

On motion of Commissioner Smith and seconded by Commissioner Thibeault, it was unanimously voted: To adopt the budget estimate for the Bristol Water Department for fiscal year 2019-2020 totaling \$8,740,403.

4. ADOPTION OF BUDGET ESTIMATE FOR SOLID WASTE DISPOSAL FUND FOR FISCAL YEAR 2019-2020 TOTALING \$1,483,850.

Board of Finance approval presented.

On motion of Commissioner Smith and seconded by Commissioner LaMothe, it was unanimously voted: To adopt the budget estimate for the Solid Waste Disposal Fund for fiscal year 2019-2020 totaling \$1,483,850.

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5. ADOPTION OF BUDGET ESTIMATE FOR SEWER OPERATING AND ASSESSMENT FUND FOR FISCAL YEAR 2019-2020 TOTALING \$7,629,365.

Board of Finance approval presented.

On motion of Council Member Hahn and seconded by Council Member Fortier, it was unanimously voted: To adopt the budget estimate for the Sewer Operating and Assessment Fund for fiscal year 2019-2020 totaling \$7,629,365.

6. ADOPTION OF BUDGET ESTIMATE FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUND FOR FISCAL YEAR 2019-2020 TOTALING \$1,098,208: CONSISTING OF \$648,928 IN ENTITLEMENT FUNDS; \$17,260 IN REPROGRAMMED CDBG FUNDS; \$415,020 TRANSFERRED FROM GENERAL FUND; AND \$17,000 IN PROGRAM INCOME.

Board of Finance approval presented.

On motion of Commissioner Smith and seconded by Commissioner Burns, it was unanimously voted: To adopt the budget estimate for the Community Development Block Grant Fund for fiscal year 2019-2020 totaling \$1,098,208: consisting of \$648,928 in Entitlement funds; \$17,260 in reprogrammed CDBG funds; \$415,020 transferred from the General Fund; and \$17,000 in Program Income.

7. ADOPTION OF BUDGET ESTIMATE FOR PINE LAKE CHALLENGE COURSE FUND FOR FISCAL YEAR 2019-2020 TOTALING \$150,890.

Board of Finance approval presented.

On motion of Commissioner Thibeault and seconded by Council Member Hahn, it was unanimously voted: To adopt the budget estimate for the Pine Lake Challenge Course Fund for fiscal year 2019-2020 totaling \$150,890.

8. ADOPTION OF BUDGET ESTIMATE FOR SCHOOL LUNCH PROGRAM FOR FISCAL YEAR 2019-2020 TOTALING \$3,163,465.

Board of Finance approval presented.

On motion of Commissioner Smith and seconded by Council Member Fortier, it was unanimously voted: To adopt the budget estimate for the School Lunch Program for fiscal year 2019-2020 totaling \$3,163,465.

9. ADOPTION OF BUDGET ESTIMATE FOR TRANSFER STATION FUND FOR FISCAL YEAR 2019-2020 TOTALING \$705,985.

Board of Finance approval presented.

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On motion of Commissioner Smith and seconded by Commissioner Thibeault, it was unanimously voted: To adopt the budget estimate for the Transfer Station Fund for fiscal year 2019-2020 totaling \$705,985.

10. ADOPTION OF GENERAL FUND BUDGET ESTIMATE FOR FISCAL YEAR 2019-2020 ENDING JUNE 30, 2020 TOTALING \$200,614,740.

Board of Finance approval presented.

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

“On behalf of the members of the Bristol Board of Finance, I present its recommended budget for the 2019-2020 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.

This budget represents a 3.19% increase that translates to an increase of 1.17 mills and a 3.17% tax increase. Expenditure increases from 2018-2019 are as follows:

General City \$1.77 million or 2.41 %.

Debt Service and Capital Transfers \$0.81 million or 8.41%

Education \$3.63 million or 3.26%

First, 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 '19-20 but also department goals and objectives for the coming year and in some instances for future years as well.

To Diane Waldron, Comptroller, and her staff: Robin Manuele, Assistant Comptroller; Jodi McGrane, Assistant to the Comptroller, Skip Gillis, Senior Accountant and Sharon Chaika, Budget and 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.

And a personal thank you to the members of the Board of Finance who gave freely of their time and talents attending meetings, listening to and reviewing data, participating in discussions and making difficult decisions regarding the City's 2019-2020 budget plan. Additionally the Mayor's Capital and Strategic Planning Committee was involved reviewing major capital requests, financing alternatives, and presenting recommendations to be included in the capital budget.

Revenue estimates remain relatively constant with 2018-2019 with the exception of the Education Cost Sharing Grant, which is estimated to be reduced by \$410,000; however, increases in investment income (\$325,000), building permit fees (\$150,000) and the motor vehicle supplemental tax (\$300,000) partially mitigate the impact of the reduction.

In addition the City's Grand List increase from \$3.917 billion to \$3.945 billion generates an estimated \$1.04 million in new tax revenue at the current mill rate.

Budget requests from all sources represented an increase of \$14.7 million (7.50%) over the existing 2018-19 budget:

General City, \$4.95-million or 6.75%

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Education, \$8.58 million or 7.71%

Debt Service, \$810 thousand or 8.41%

Additionally capital request totaled \$2.55 million and there was an increase of 5.14% in employee health insurance.

Following department budget presentations the task of the Board of Finance was to consider all the information and develop a balanced budget for 2019-2020 that would continue to provide outstanding service to the residents and businesses located in Bristol. The Board believes the recommended 2019-2020 budget achieves that goal.

The Board of Finance, along with the Mayor, the comptroller and staff continue to play a significant role in the financial operations of the City. They, along with the City Council, are committed to establishing policies and procedures that will maintain the City's favorable bond ratings by Fitch, Moody's and Standard and Poor's. They are committed to developing a balanced budget without a transfer from the City's fund balance. They are committed to supporting the administration's initiatives regarding inter-departmental collaboration and to advocate for additional operational efficiencies. NOTE: initiatives in facilities and IT management are presently underway.

The Mayor has expanded the role of the City's Capital Committee to include a strategic planning component. Strategic planning is critical not only from a financial perspective but also because it provides the elements necessary for those involved to recognize and adapt to the issues that will have to be addressed and resolved in the future.

The 2019-2020 recommended budget totaling \$200,614,740 is a result of consultation, collaboration, and coordination among the operational and governance sections of the City. The future will mandate that all levels of public sector government function as a cohesive unit. It would appear that we, in Bristol, are working towards that process."

(Council Member Kelley arrived at 5:47 p.m. during this portion of the meeting.)

Council Member Mills stated a great deal of effort was expended to generate the budget. He expressed concern about unfunded mandates and that the State was always looking for ways to raise additional revenue, but did not address long standing problems, such as special education.

Mayor Zoppo-Sassu agreed with Council Member Mills' analysis of the State. She noted there was fiscal uncertainty with the State as to what next year will hold. She provided examples of sharing resources and services on the local level namely health and employee benefits, and regional initiatives, such as with the Board of Education.

Commissioner Thibeault stated that the tax rate increase was too much for residents to bear in light of the variety of State tax increases.

Commissioner Carrier expressed concern over the cost of employee healthcare.

Commissioner Smith stated the responsibility of the Board of Finance was to achieve cost avoidance and for the City to be efficient yet continue to provide the services the residents expect.

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On motion of Council Member Hahn and seconded by Commissioner Fortier, it was voted: To adopt the General Fund budget for fiscal year 2019-2020 as presented by Chairperson Smith and to adopt the budget for the fiscal year ending June 30, 2020 totaling \$200,614,740.

A roll call vote was taken.

<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Council Member Fortier	Commissioner Carrier	
“ ” Hahn	“ ” Thibeault	
“ ” Kelley		
“ ” Mills		
“ ” Preleski		
“ ” Rosado		
Commissioner Burns		
“ ” Calfe		
“ ” LaMothe		
“ ” O’Brien		
“ ” Smith		
Mayor Zoppo-Sassu		

BUDGET ADOPTED: YES – 12; NO – 2; ABSTAIN – 0.

The Mayor declared the budget adopted.

The following Proclamation was read by Mayor Zoppo-Sassu:

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 presented by the Board of Finance is the budget of the City of Bristol for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

11. TAX RATE SET AT 38.05 MILLS FOR PERSONAL PROPERTY, REAL ESTATE, AND MOTOR VEHICLES AS RECOMMENDED BY BOARD OF FINANCE.

Board of Finance approval presented.

On motion of Commissioner Smith and seconded by Commissioner LaMothe, it was voted: That a tax rate of 38.05 mills for personal property, real estate, and motor vehicles be laid on the Grand List of 2018 for the General City to wit: \$200,614,740 grand list with the

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first payment due and collectible the 1st day of July, 2019 and the second payment to be due and collectible on the 1st day of January, 2020.

A roll call vote was taken.

<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Council Member Fortier	Commissioner Carrier	
“ ” Hahn	“ ” Thibeault	
“ ” Kelley		
“ ” Mills		
“ ” Preleski		
“ ” Rosado		
Commissioner Burns		
“ ” Calfe		
“ ” LaMothe		
“ ” O’Brien		
“ ” Smith		
Mayor Zoppo-Sassu		

TAX RATE APPROVED: YES – 12; NO – 2; ABSTAIN – 0.

12. 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 Fortier and seconded by Council Member Hahn, 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.

<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Council Member Fortier		
“ ” Hahn		
“ ” Kelley		
“ ” Mills		
“ ” Preleski		
“ ” Rosado		
Commissioner Burns		
“ ” Calfe		
“ ” Carrier		
“ ” LaMothe		
“ ” O’Brien		
“ ” Smith		
“ ” Thibeault		
Mayor Zoppo-Sassu		

MOTION APPROVED: YES – 14; NO – 0; ABSTAIN – 0.

13. ADOPTION OF SINGLE INSTALLMENT TAX PAYMENT FOR PROPERTY TAX DUE IN AN AMOUNT OF \$100 OR LESS PAYABLE JULY 1, 2019 AND

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TWO INSTALLMENTS BASED ON PROPERTY TAX DUE IN AN AMOUNT GREATER THAN \$100 PAYABLE ON JULY 1, 2019 AND JANUARY 1, 2020.

Board of Finance approval presented.

On motion of Council Member Hahn and seconded by Commissioner Smith, 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, 2019 and two installments based on a property tax due in an amount greater than \$100 payable on July 1, 2019 and January 1, 2020.

14. ADOPTION OF SINGLE INSTALLMENT TAX PAYMENT FOR MOTOR VEHICLES IN 2019-2020 FISCAL YEAR TO BE PAYABLE JULY 1, 2019.

Board of Finance approval presented.

On motion of Commissioner Smith and seconded by Commissioner O'Brien, it was unanimously voted: To adopt a single installment tax payment for motor vehicles in the 2019-2020 fiscal year to be payable July 1, 2019.

15. ADJOURNMENT.

At 6:21 p.m., on motion of Commissioner Smith and seconded, it was unanimously voted: To adjourn.

ATTEST: _____
Therese Pac
Town and City Clerk