

**January 10, 2023**

The Joint Meeting of the City Council and Board of Finance was held on January 10, 2023 in the Board of Education Auditorium, 129 Church Street at 6:45 p.m. Present: Mayor Caggiano; Council Members Howe, Lusitani, Olsen, Panioto, and Thibeault; Commissioners Heiser, Mace, Maikowski, O'Brien, Smith, and Whitford. Present by videoconference: Commissioner Burns. *Council Member Tyler arrived at 6:50 p.m. after the Comptroller presentation began, therefore, did not vote on any agenda items.* Absent: Commissioner Kazemekas.

**1. APPROVAL OF MINUTES OF REGULAR JOINT MEETING ON DECEMBER 13, 2022.**

On motion of Commissioner Smith and seconded, it was unanimously voted: To approve the minutes of the regular Joint meeting on December 13, 2022.

**2. ADOPTION OF CONSENT CALENDAR.**

On motion of Council Member Howe and seconded, it was unanimously voted: To adopt the following five items as part of the Consent Calendar.

**3. \$15,000 TRANSFER WITHIN CAPITAL NON-RECURRING FUND FOR REVALUATION OVERTIME, APPROVED.**

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Council Member Howe and seconded, it was unanimously voted: To transfer \$15,000 within the Capital Non-Recurring Fund for revaluation overtime.

**4. \$41,561 TRANSFER WITHIN COMMUNITY DEVELOPMENT BLOCK GRANT FUND FOR CDBG PROGRAMS, APPROVED.**

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Council Member Howe and seconded, it was unanimously voted: To transfer \$41,561 within the Community Development Block Grant Fund for CDBG programs.

**5. \$3,370,500 ADDITIONAL APPROPRIATION WITHIN CAPITAL PROJECTS FUND FOR HIGHWAY ADMINISTRATION'S CONGESTION MITIGATION AND AIR QUALITY IMPROVEMENT PROGRAM, APPROVED.**

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Council Member Howe and seconded, it was unanimously voted: To make an additional appropriation of \$3,370,500 with the Capital Projects Fund for the Highway Administration's Congestion Mitigation and Air Quality Improvement Program.

January 10, 2023

**6. \$12,970 TRANSFER WITHIN PRYCS OPERATING BUDGET FOR PROFESSIONAL FEES, APPROVED.**

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Council Member Howe and seconded, it was unanimously voted: To transfer \$12,970 within the PRYCS operating budget for Professional Fees.

**7. \$249,681 ADDITIONAL APPROPRIATION WITHIN SPECIAL GRANTS AND DONATIONS FUND FOR HIGHWAY SAFETY PROJECT GRANT, APPROVED.**

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Council Member Howe and seconded, it was unanimously voted: To make an additional appropriation of \$249,681 within the Special Grants and Donations Fund for the Highway Safety Project grant.

**8. \$6,000 TRANSFER FROM GENERAL FUND CONTINGENCY ACCOUNT TO HUMAN RESOURCES-SCHOOLING, APPROVED.**

Board of Finance approval presented.

On motion of Commissioner Smith and seconded, it was unanimously voted: To transfer \$6,000 from the General Fund Contingency account to Human Resources-Schooling.

**9. \$19,485 TRANSFER FROM GENERAL FUND CONTINGENCY ACCOUNT TO COMPTROLLER'S OFFICE OPERATING BUDGET FOR PART TIME WAGES AND PROFESSIONAL FEES, APPROVED.**

Board of Finance approval presented.

On motion of Council Member Thibeault and seconded, it was unanimously voted: To transfer \$19,485 from the General Fund Contingency account to the Comptroller's Office operating budget for the Part Time wages and Professional Fees.

**10. \$2,513,736 ADDITIONAL APPROPRIATION WITHIN ROAD IMPROVEMENTS FUND, APPROVED.**

Board of Finance approval presented.

On motion of Commissioner Smith and seconded, it was unanimously voted: To make an additional appropriation totaling \$2,513,736 within the Road Improvements Fund.

**11. \$852,497 TRANSFERS WITHIN ROAD IMPROVEMENTS FUND, APPROVED.**

Board of Finance approval presented.

On motion of Commissioner Smith and seconded, it was unanimously voted: To make transfers totaling \$852,497 within the Road Improvements Fund.

**January 10, 2023**

**12. \$921,957 DECREASE APPROPRIATIONS WITHIN ROAD IMPROVEMENTS FUND, APPROVED.**

Board of Finance approval presented.

On motion of Council Member Olsen and seconded, it was unanimously voted: To decrease appropriations totaling \$921,957 within the Road Improvements Fund.

**13. \$10,903 TRANSFER WITHIN PUBLIC WORKS OPERATING BUDGET, APPROVED.**

Board of Finance approval presented.

On motion of Council Member Thibeault and seconded, it was unanimously voted: To transfer \$10,903 within the Public Works operating budget.

**14. MONTHLY REVENUE AND EXPENSE REPORT PRESENTATION BY COMPTROLLER.**

Comptroller Waldron highlighted a monthly revenue and expense report for the Joint Meeting members.

*Council Member Tyler arrived at 6:50 p.m.*

**15. OVERVIEW OF CLEARGOV - DIGITAL BUDGET BOOK PRESENTATION BY COMPTROLLER.**

Comptroller Waldron provided a brief overview of the transition of the FY2023 budget document to a new digital budget book using an interactive online system developed by ClearGov that will streamline the budget process.

**16. ADJOURNMENT.**

At 7:07 p.m., on motion of Commissioner Smith and seconded, it was unanimously voted: To adjourn.

**ATTEST:** \_\_\_\_\_

**Merina Bigos**  
**Acting Town & City Clerk**