

BOARD OF FINANCE  
SPECIAL MEETING  
FEBRUARY 20, 2018  
MINUTES

Present: J. Olsen, D. Onofrio, M. Smith, J. Scully Welch, L. Santos, D. Traynor and K. Carr

Absent: Ona NejdI

John Olsen called the meeting to order at 6:00 PM. Everyone stood for the pledge of allegiance. J. Welch made a motion, seconded by D. Onofrio to seat K. Carr for O. NejdI. The motion was unanimously approved.

**APPROVE MINUTES**

J. Welch made a motion, seconded by M. Smith to approve the minutes from January 16, 2018. The motion was unanimously approved.

**CORRESPONDENCE**

The board had no correspondences at this time.

**VISITOR AND PUBLIC COMMENTS**

No visitors wished to speak at this time.

**FERTILIZATION PROGRAM – ATHLETIC COMPLEX SPREADER PURCHASE**

Peter Neff, Director of Public Works reviewed the Fertilization Program with the board. This is the first year that the department has control of the chemical maintenance program for all of the athletic complexes. The department has two people certified to apply the chemicals. The annual cost to administer the application and materials is \$19,334. The cost to purchase the spreader is \$10,845 and the materials are \$10,255.92. Next year the town will only have to pay for the cost of the materials. Neff has \$6,000 in small capital and is requesting an additional \$6,000 to cover the remainder of the cost. D. Onofrio made a motion, seconded by D. Traynor to appropriate \$6,000 from contingency for the purchase of a Z-Spray intermediate 16 HP Vanguard 30 gallon motorized spreader. The motion was unanimously approved.

**EMERGENCY APPROPRIATION SAND AND SALT WINTER OPERATIONS**

Peter Neff, Director of Public Works reviewed his sand and salt budget with the board. The sand and salt budget has been depleted for this year. Neff is requesting an emergency appropriation of \$15,000 in order to continue purchasing supplies for the remainder of the winter. J. Welch made a motion, seconded by M. Smith to appropriate \$15,000 from contingency for the Public Works Sand and Salt Budget. The motion was unanimously approved.

**VALLEY SHORE EMERGENCY COMMUNICATIONS AGREEMENT**

This agenda item was put on in error. No action is required from the board.

**ACCEPT THE COMMUNITY FOUNDATION GRANT FOR \$2,175**

The Youth & Family Services Department has been awarded a grant from the Community Foundation of Middlesex in the amount of \$2,175. The funds will be used to purchase supplies for the Drug Prevention

BOARD OF FINANCE  
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Program. D. Onofrio made a motion, seconded by M. Smith to accept the Community Foundation of Middlesex in the amount of \$2,175. The motion was unanimously approved.

**ACCEPT THE OPIOID GRANT FOR \$5,000**

The Youth & Family Services Department has been awarded a grant from the Alliance for Prevention & Wellness in the amount of \$5,000. The funds will be used for education on drug prevention. M. Smith made a motion, seconded by D. Onofrio to accept the Opioid Grant in the amount of \$5,000. The motion was unanimously approved.

**ACCEPT THE STATE OF CT JUDICIAL BRANCH GRANT FOR \$34,375 FY18 AND \$34,375 FY19**

The Town of Clinton and Partners in Community have received a grant from the State of CT Judicial Branch for \$34,375 FY18 and \$34,375 FY19. The grant will be used for youth services, intervention, juvenile diversion and related programs. Partners in Community meet monthly and they will decide how the funds will be spent. M. Smith made a motion, seconded by D. Onofrio to accept the grant in the amount of \$34,375 for fiscal year 2018 and fiscal year 2019 from the State of Connecticut Judicial Branch office of the Chief Court Administrator for Youth Services, Prevention and Diversion Programs to be administered by and delivered by Partner in Community. The motion was unanimously approved. Grant funds are to be separately accounted for by the Finance Department for reporting and tracking purposes under PIC only. K. Carr amended the motion, seconded by J. Welch to include sending to a town meeting. The motion was unanimously approved.

**RESPONSIBLE GROWTH AND TRANSIT-ORIENTED DEVELOPMENT GRANT**

The town received a grant from the CT Department of Economic and Community Development for the design and engineer of a wastewater disposal system at Unilever. The grant award was \$55,000 plus \$15,000 in matching funds. This is a reimbursement grant for expenses. The town would have to appropriate the entire amount then after the money has been expended the state will reimburse the town. The board received a letter from the developer supporting the project. J. Welch made a motion, seconded by M. Smith to appropriate \$70,000 for the 2017 Responsible Growth and Transit-Oriented Development Grant Program to design and engineer a wastewater disposal system for the former Unilever Factory. The motion was approved with a vote of 4 in favor (Olsen, Welch, Onofrio and Smith), 1 opposed (Traynor) and 1 abstention (Carr). J. Welch amended the motion, seconded by D. Onofrio to appropriate the money from undesignated and send to a town meeting. The motion was unanimously approved.

**APPOINT A BOARD OF FINANCE REPRESENTATIVE TO THE CAPITAL EXPENDITURE COMMITTEE**

J. Welch made a motion, seconded by M. Smith to appoint D. Onofrio as the Board of Finance representative to the Capital Expenditure Committee. No other nominations were made. The motion was unanimously approved.

**FINANCE DIRECTOR'S REPORT AND LINE ITEM TRANSFERS**

Norton reviewed the monthly budget reports with the board.

BOARD OF FINANCE  
SPECIAL MEETING  
FEBRUARY 20, 2018  
MINUTES

J. Welch made a motion, seconded by M. Smith approve the Technology line item transfer request subject to Board of Selectmen approval to decrease GIS account #604111-59102 by \$30,000 and increase Document Management account #60411-59101 by \$30,000 and send to a town meeting. The motion was unanimously approved.

J. Welch made a motion, seconded by M. Smith to approve the Economic Development Commission line item transfer request to decrease general government legal services by \$9,350, full time salaries by \$2,000, repairs and maintenance by \$600, general supplies by \$1,000, dues and fees by \$1,250 and increase other professional services by \$14,200. The motion was approved with a vote of 5 in favor (Olsen, Carr, Smith, Onofrio and Welch) and 1 opposed (Traynor)

D. Traynor made a motion, seconded by J. Welch to approve the line item transfer request to decrease general government contingency fund by \$2,660 and increase audit/accounting services by \$2,600. The motion was unanimously approved.

D. Onofrio made a motion, seconded by M. Smith to approve the line item transfer request to decrease general government contingency fund by \$259.17 and increase the CRERPA dues line item by \$259.17. The motion was unanimously approved.

**OLD BUSINESS/NEW BUSINESS**

Nothing was discussed at this time.

**ADJOURN**

J. Welch made a motion, seconded by D. Onofrio and unanimously adjourned the meeting at 7:00 PM.

Respectfully submitted,

Mary Schettino