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TOWN OF STONINGTON

BOARD OF FINANCE MEETING MINUTES

Stonington Police Department Meeting Room

Wednesday, October 04, 2023

7:15 PM

A meeting of the Board of Finance was held on this date at the Stonington Police Department Meeting Room. Members present were Michael Fauerbach, Deborah Norman, Lynn Young, Chairman Tim O'Brien, Bryan Bentz and Bob Statchen. Mr. Johnson was not in attendance.

Mr. O'Brien called the meeting to order at 7:16 pm.

Pledge of Allegiance was recited

Public Comments: (None)

Previous Minutes:

The Chairman requested a motion to approve the four meeting minutes listed on the agenda. Ms. Norman motion, Ms. Young seconded.

08/02/23 Meeting Minutes

The Chairman asked if any member had any comments or edits to the 8/2/23 minutes. Ms. Young had a correction to paragraph two of page two, which deleted a portion of a sentence "of the Town, through the Outside Agencies portion of the Human Services budget." Ms. Young also had an edit to paragraph four on page four which clarified whether or not the vehicle requested was listed on the state bid list, it was, and the correction was made.

On page one under previous minutes, Mr. Fauerbach made the correction, on the third to last line of the paragraph, that should read "if there aren't funds to build it."

09/06/23 Meeting Minutes

The Chairman asked if any members had any comments or edits to the 9/6/23 minutes. Ms. Young had a correction to the first line under Public Comments, "whom" should be changed to "who" and "regards" should be changed to "regard." Ms. Young also had a correction to the second to last paragraph on page two. Instead of "versus the whole Town subsidizing one specific part of Town." The sentence was changed to read "because that particular part of Town enjoys the benefit of a Utility, which other parts of Town do not."

03/28/23 Public Hearing Minutes

The Chairman asked if any members had any comments or edits to the 3/28/23 Public Hearing minutes. The Director of Finance asked the Chairman to fill in the blank in the second line of paragraph 5, “____ years”. The Chairman said to add “many”.

On page two under General Comments, the Chairman asked to remove the words “Woman Commented” and “Man Commented” and to just use their names.

On the First line of the second to last paragraph on page two, the commentor’s name was corrected to Laura Graham of Moss Street, Pawcatuck.

Under Capital Improvements, on page five the names of Ms. Maureen Fitzgerald and Jan Chamberline were added under bullets one and three, respectively.

03/28/23 Special Meeting Minutes:

The Chairman asked if any members had any comments or edits to the 3/28/23 Special Meeting minutes.

Mr. Statchen had an edit to paragraph six on page one, the last sentence should read “The gist of Mr. Statchen’s statement is that he doesn’t think the budget as presented is sustainable, and for that reason will be voting against it.” Versus “The gist of Mr. Statchen’s statement is that he doesn’t think the budget as presented and is sustainable, and for that reason will be voting against it.”

Seeing there were no more comments or edits to the minutes, the Chairman called for a vote to approve the four minutes as edited. The motion was approved unanimously.

Request to add three items to the agenda under Bid Waivers:

The Chairman asked for a motion to add two additional bid waiver requests to the agenda, one from the WPCA Director for the purchase of a pump, and one from the SPD for the purchase of new dispatch software. Mr. Fauerbach motioned, and Ms. Young seconded. Chairman called for a vote, motion passed unanimously.

Bid Waiver Requests:

First Bid Waiver

The Chairman called for a motion to approve the Lt. Marley’s request for a bid waiver to purchase the police vehicle upfits, for the 23/24 allotment of police cars, from Strobes N’More, for a total of \$30,000.86. Ms. Young motioned, and Mr. Statchen seconded.

Captain Schneider, acting for Lt. Marley, explained why it is advantageous for the Town to procure the upfits from Strobes N’ More, rather than the vehicle supplier. Although Strobes N’More isn’t on the CT bid list, they are on the RI bid list, and the Town was able to get the RI bid list price, which is the same as the prices from the vehicle supplier, and Strobes N’More is next door in Westerly, much closer than the vehicle supplier.

The Chairman called for a vote. The bid waiver request passed unanimously.

Second Bid Waiver

The Chairman called for a motion to approve Captain Schneider's request for a bid waiver to purchase software for the update to the PS's dispatch system, for a total of \$60,145.00, from Priority Dispatch. Ms. Young motioned, and Mr. Statchen seconded.

Captain Schneider and Chief DelGrosso, explained the need for the system update and the benefits. The new system will provide first responders with much better information when responding to an event. They also noted that there are only a few vendors on the market providing this type of software and that Priority Dispatch's is the best fit for the SPD's needs.

Mr. Statchen asked about a CT company that provides police dispatching software. Captain Schneider responded that there is a company out of Madison, which was bought up by a national firm, but their product wouldn't integrate well with SPD's system. This software will be a better fit. Captain Schneider also noted that this purchase will be made with State grant funds.

Mr. Fauerbach asked if there will be annual maintenance costs associated with the software. Captain Schneider responded that the annual maintenance fee will increase with this new software, but for how superior it is to the current system, it is well worth it. And the Captain further acknowledged that the system comes in modules so if maintenance costs become too onerous, the Town could opt out of some of the modules to save on maintenance.

Mrs Norman asked if the updates would be done in real time, and the answer was that they would be done automatically and continually. The Chairman called for a vote on the motion, the motion passed unanimously.

Third Bid Waiver

The Chairman called for a motion to approve the BOE IT Directors's request for a bid waiver to purchase Ipads with cases, for a total of \$39,474.00, from Apple. Mr. Statchen motioned it and Mrs Young seconded it. The BOE IT Director was not in attendance so the Chairman explained the request to the other members. Apple is the sole supplier of Ipads, so there is no purpose in going out to bid for them. The Director's memo also explained that the funding is being provided by USAC as part of an ECF grant awarded. The Chairman called for a vote on the motion, the motion passed unanimously.

Fourth Bid Waiver

The Chairman called for a motion to approve the WPCA Directors's request for a bid waiver to purchase, a trailered 6" diesel powered "Dri-Prime" trash pump with a sound attenuated enclosure, for \$56,906.73, from Xylem. Mr. Fauerbach motioned, and Mrs Norman seconded.

The Director explained that there are no trash pumps on the State bid list, and the purchase has already been approved by all five members of the WPCA Board, and by going with Xylem, the

WPCA will get a \$15,928.27 credit for the pump the WPCA had been renting from Xylem. The WPCA Director explained that it is costing the WPCA about \$2,000.00 a week to rent a pump. The Chairman called for questions. Mr. Fauerbach asked about a warranty. The Director explained, the new pump will come with a 2-year parts warranty plus an annual tune-up visit from XYLEM. Mrs Young asked how long the new pump is expected to last. The Director responded that the useful life is about 15 years, as long as it is maintained properly. There were no more questions. The Chairman called for a vote on the motion, it passed unanimously.

Addition Appropriation Request: None

Line-Item Transfer Requests: None

Approval of BOF meeting schedule for 2024:

The Board was notified by the Director of Finance that it was time to set the BOF meeting calendar for 2024. There was discussion among the Board about keeping the same day, but moving the meeting time from 7:15pm to 7:00pm. The consensus of the Board was that they will put off deciding what time the meetings will be until after the impending election, so that any new members will have a say in deciding what time to meet. The decision will be made at the December meeting.

Correspondences:

The Director of Finance noted that he received email from Dime Oil, the Town's current supplier of fuel, requesting that we lock in for fiscal 24/25 now, due to declining oil prices. There was discussion about whether or not it would be advantageous to lock in now or just keep an eye on the market in the coming months. It was decided to keep an eye on the market for now.

Liaison Reports:

- CIP Liaison Report: None
- WPCA Liaison Report: Mrs Young shared that there is a new plant operator in place, which has been very good, can't promise but things are looking really good.
- BOE Liaison Report: The BOE is soliciting more realistic estimates for the proposed middle school HVAC project. The BOE requested that the estimates include all sorts of scenarios. Also, a potential grant to fund a portion of the project is in the works, but the terms of the grant are strict and if we commit to the grant we will have to follow through with completion of the project, or there may be dire consequences. Ms. Alyssa said that the BL company will help but the cost will increase. She asked to be on the agenda for the December meeting to discuss more fully with the Board.
- Other liaison Reports: Mr. Fauerbach informed the Board that tax collections are just about where they were this time last year, which is good. Real estate is at 54.25%. Personal

property is at 59%, and motor vehicles is unknown at this time.

- Non-profits Liaison Report: Ms. Norman reported that she was in contact with the PNC Executive Director, Susan Sedensky, about the PNC providing more "census" data about the populations the PNC serves, during the 24/25 budgeting process.

The Chairman called for any other Liaison reports; there were none.

Adjourn:

The Chairman called for a motion to adjourn the meeting. Mr. Statchen motioned it, Mr. Fauerbach seconded it. The Chairman called for a vote; the motion passed unanimously. The meeting was adjourned it at 8:09 PM

Respectfully submitted,

Talita Stackpole, Recording Secretary