

# TOWN OF STONINGTON

152 Elm Street • Stonington, Connecticut 06378

## BOARD OF FINANCE REVISED SPECIAL MEETING

Wednesday, October 07, 2020

4:00 PM

Virtual Meeting

Streaming live on the Town of Stonington's Facebook page

-OR-

Dial: 1-408-418-9388

Enter Access Code: 173 764 9544

*Public comments will be read aloud during the meeting and must be submitted no later than 10/7/20 at 2pm. You may submit your comment by either emailing [jsullivan@stonington-ct.gov](mailto:jsullivan@stonington-ct.gov) or dropping off a hard copy in the Stonington Department of Finance at Stonington Town Hall, no later than 2pm.*

Call to order

Comments from the Public

Previous Minutes

New Business

Set 2021 Meeting Calendar:

Additional appropriations: (action items)

- Review of year to date additional appropriations from fund balance for fiscal 19/20. (no changes from last meeting)
- Review of year to date additional appropriations from fund balance for fiscal 20/21. (see attached)

Review and tentative approval of draft MOU with BOE to establish a "BOE Non-lapsing Account" for fiscal 19/20 BOE line item surplus.

Discussion of accounting treatment of BOE Cares Act Grant Receipts.

Correspondence

Liaison Reports

- CIP Liaison Report
- WPCA Liaison Report
- BOE Liaison Report

Adjourn

RECEIVED FOR RECORD  
STONINGTON, CT.  
20 OCT -6 PM 3:52  
CYNTHIA LADWIG  
TOWN CLERK

# TOWN OF STONINGTON

CYNTHIA LADWIG, TOWN CLERK  
Telephone (860) 535-5060  
Fax (860) 535-5062  
E-Mail [cladwig@stonington-ct.gov](mailto:cladwig@stonington-ct.gov)



TOWN HALL, 152 Elm Street  
Stonington, Conn. 06378

October 1, 2020

Dear Commission Chairperson:

Attached please find a copy of the "2021 Regular Meeting Schedule" form.

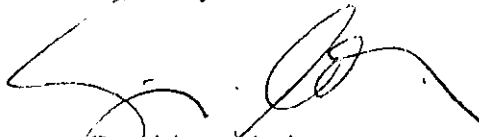
Please return the "Regular Meeting Schedule" as soon as possible, but no later than the end of November, signed by either the Chairman or the Secretary. If the regular meeting schedule is not filed in a timely fashion, regular meetings cannot be held until 30 days after filing the schedule in the Town Clerk's office. (If you are not the Chair of your commission, please forward to the current Chair.)

**At this time, due to COVID-19, most meetings remain virtual; but we ask you still continue to confirm a physical meeting location at any Town building for when you are able to meet in person again.**

Just a reminder that agendas, draft and approved minutes are to be emailed to [clerk@stonington-ct.gov](mailto:clerk@stonington-ct.gov).

If you have any questions regarding these forms or Freedom of Information requirements please feel free to call 860-535-5060. Thank you very much for your cooperation.

Sincerely,



Cynthia Ladwig  
Town Clerk

# Town of Stonington, Connecticut

## Regular Meeting Schedule

\_\_\_\_\_  
Board, Commission or Agency

The regular meetings of this Board, Commission or Agency for the calendar year \_\_\_\_\_ will be held as follows:

Time: \_\_\_\_\_ Day: \_\_\_\_\_  
(example: 2nd Monday of each month)

Place: \_\_\_\_\_

This notice is filed pursuant to the provisions of Section 1-225 of the Connecticut General Statutes.

Dated at Stonington, Connecticut this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary

10/07/20

**2020-2021 ADDITIONAL APPROPRIATIONS  
THRESHOLD BEFORE REQUIRED TO  
GO TO TOWN MEETING**

	<u>GEN FUND</u>	
	<u>20/21</u>	
Annual Adopted Budget	71,548,295	
"=.5% of Annual Budget	<u>0.5%</u>	
	<u>357,741</u>	
Town Hall HVAC Upgrades Architectural Designs	40,000	09/07/20
	-	
	-	
	-	
	-	
Total Requested Additional Appropriations YTD	<u>40,000</u>	As of 10/07/20
<b>Amount over (under) threshold</b>	<b>317,741</b>	<b>**</b>

This is the amount available for additional appropriations  
\*\* before a Town Meeting would be required.

**MEMORANDUM OF  
UNDERSTANDING BETWEEN THE  
TOWN OF STONINGTON BOARDS  
OF FINANCE AND EDUCATION  
REGARDING THE ESTABLISHMENT  
OF A  
“BOE NON-LAPSING ACCOUNT”**

October \_\_, 2020

This Memorandum of Understanding (“MOU”) is between the Stonington Board of Finance (hereinafter “BOF” or “Stonington BOF”) and the Stonington Board of Education (hereinafter the “BOE” or “Stonington BOE”) and pertains to a non-lapsing account established by the Stonington BOF pursuant to Connecticut General statute 10-248a to pay for, inter alia, additional expenses that the BOE is expected to incur because of the COVID-19 pandemic.

WHEREAS, the COVID-19 pandemic required the closure of the Stonington Public Schools, school buildings and facilities on or about March 13, 2020; and

WHEREAS, after the closing of the Stonington Public Schools, school buildings and facilities the Stonington BOE transitioned to distance learning through the end of the 2019 - 2020 school year; and

WHEREAS, due to the closing of school buildings and facilities as well as implementation of distance learning the Stonington BOE anticipates monetary savings in Fiscal Year 2019 – 2020 (hereinafter FY 20) of approximately \$470,000.00; and

WHEREAS, due to the COVID-19 pandemic the Stonington BOE anticipates unexpected additional expenses for Fiscal Year 2020 – 2021 (hereinafter FY 21); and

WHEREAS, the Stonington BOF and Stonington BOE recognize that due to the COVID-19 pandemic that Stonington taxpayers may face significant economic hardships in the coming the 2020 -2021 fiscal year; and

NOW, THEREFORE, in an effort to meet the financial challenges facing the Stonington BOE and Stonington taxpayers due to the COVID-19 pandemic and to responsibly utilize unspent monies appropriated for education in FY 20 due to the closing of the Stonington Public Schools and distance learning the Stonington BOE and Stonington BOF agree to the following:

1. Pursuant to Conn. Gen. Stat. Sec. 10-248a, the Stonington BOF will establish

and deposit into a non-lapsing account "unexpended BOE funds" from FY 20 in an amount not to exceed (\$758,000.00), two (2) percent of the FY 20 appropriated budgeted amount of (\$37,901,100.00) for the Stonington BOE (hereinafter "BOE Non-lapsing Account").

2. It is estimated as of the date of this MOU that the unexpended amount will total approximately \$470,000.00. By this MOU, the Boards of Finance and Education agree to transfer \$250,000.00 of this surplus into the BOE Non-lapsing Account established by the BOF pursuant to Conn. Gen. Stat. Sec. 10-248a. If there is less than \$250,000.00 of unexpended funds from the FY20 appropriated BOE budget, only that amount will be deposited into the BOE Non-lapsing Account.
3. The Stonington BOE and BOF understand and agree that the available funds in the BOE Non-lapsing Account will be used for unbudgeted and unanticipated COVID 19 caused expenditures related to Educational purposes not included in the BOE FY 21 budget appropriation. The BOE further agrees that it will not use any BOE Non-lapsing Account funds for new programs or initiatives, or ordinary education expenses, and that the funds will only be used for COVID 19 related expenditures not budgeted for.
4. The Stonington BOE and BOF understand that the Town's Director of Finance will maintain custody of the BOE Non-lapsing funds in a separate fund so designated and established by authorization of the Stonington BOF. Any disbursements approved by the BOE from the BOE Non-Lapsing Account shall be subject to the Town's procurement and purchasing policies.
5. The BOE understands and agrees that the BOE must authorize any expenditure from the BOE Non-lapsing Account before any funds can be expended from said Non-lapsing Account.
6. The BOE understands and agrees that it will detail for the Stonington BOF how it is using and expending the funds in the Non-lapsing Account by updating the BOF at each BOF monthly meeting during FY 21.
7. The BOE agrees and understands that at its discretion, the Stonington BOF may audit, or the BOF may direct the Town's Independent Auditor or the Town of Stonington Finance Director to audit, the Non-lapsing Account to determine whether the Non-lapsing Account funds were properly expended. The BOF may by majority vote determine whether cost of this audit is paid for by funds in the Non-lapsing Account.
8. This MOU and the Non-lapsing Account established by the BOF expires on June 30, 2021, and in the event that said funds in the Non-lapsing Account are not fully expended, the BOE agrees and understands that any remaining funds will be returned to the Town of Stonington, unless the BOF decides by a vote to continue

the Non-lapsing Account, or create a permanent Non-lapsing Account pursuant to Connecticut General statute 10-248a upon terms of a separate Memorandum of Understanding. In the event of a termination of the Account, any remaining funds in the BOE Non-lapsing Account shall be transferred into the Town's General Fund.

9. If at any time, including after the expiration of this MOU and after the expiration of the Non-lapsing Account, the BOE receives any funds from the Federal government (or any of its agencies and/or departments) and/or from the State of Connecticut (or any of its agencies and/or departments) funds, grants, entitlements and/or programs to reimburse it for expenses incurred in FY21 due to the COVID-19 pandemic, it must report this to the BOF and Town's Director of Finance within 5 business days; and the BOF and BOE agree to meet to discuss, in good faith, whether said funds can and/or should be reimbursed to the Town of Stonington and/or to discuss the budgetary impact of such reimbursement. Both parties agree that said funds available from the Federal government and/or State of Connecticut should be expended before any funds contained in the Non-lapsing Account. If it is a matter of timing and the funds from the Federal government and/or State of Connecticut will take time to get after applied for, the BOE and BOF agree that the Non-lapsing Account funds can be expended, but will be reimbursed to the Non-lapsing Account, or to the Town of Stonington if the Non-lapsing Account has expired, when the funds are received from the Federal government and/or State of Connecticut if authorized by law.
10. It is understood that this MOU becomes effective only after the BOF and BOE adopt this MOU through a resolution and upon the execution of this MOU by the Chairman of Stonington BOE and Chairman of Stonington BOF.

**FOR THE STONINGTON BOARD OF  
EDUCATION**

**FOR THE STONINGTON BOARD  
OF FINANCE**

\_\_\_\_\_

\_\_\_\_\_

Frank Todisco  
Chairman Stonington Board of Education  
Finance

Timothy O'Brien  
Chairman Stonington Board of

Date: \_\_\_\_\_

Date: \_\_\_\_\_



STATE OF CONNECTICUT  
DEPARTMENT OF EDUCATION



GRANT AWARD NOTIFICATION

1 Grant Recipient

STONINGTON PUBLIC SCHOOLS  
P.O. BOX 479, 49 N. STONINGTON RD  
OLD MYSTIC, CT 06372-0479

4 Award Information

Grant Type: FEDERAL  
Statute: P.L. 116-136 THE CARES ACT  
CFDA #: 84.425D  
SDE Project Code: SDE000000000002

Grant Number: 137-000 12060-29571-2020-82079-124137

2 Grant Title

EDUCATION STABILIZATION FUND

5 Award Period

3/13/2020 - 9/30/2021

3 Education Staff

Program Manager:  
Marlene Padernacht 860-713-6568

Payment & Expenditure Inquiries:  
Jeffrey Lindgren 860-713-6624

6 Authorized Funding

Grant Amount: \$280,435

Funding Status: Final

7 Terms and Conditions of Award

This grant is contingent upon the continuing availability of funds from the grant's funding source and the continuing eligibility of the State of Connecticut and your town/village to receive such funds.

Fiscal and other reports relating to this grant must be submitted as required by the granting agency. Written requests for budget revisions for expenditures made between July 1, 2019 and June 30, 2020 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2020. For grants awarded for two-year periods beginning July 1, 2019, final second-year budget revision requests covering the entire two-year period must be received at least 60 days prior to the expiration of the grant period but no later than February 1, 2021. The grantee shall provide for an audit acceptable to the granting agency in accordance with the provisions of Sections 7-394a and 7-396a of the Connecticut General Statutes. The following attachment(s) are incorporated by reference: ED114.

The grant may be terminated upon 30 days written notice by either party. In the event of such action, all remaining funds shall be returned in a timely fashion to the granting agency.

These funds to be used for COVID-19 related expenses retroactive to March 13, 2020 through September 30, 2021.

This grant has been approved

6/23/2020

Desi Nesmith



# BUDGET FORM

Created On: 6/23/2020

## ED 114

Fiscal Year: 2020  
Grantee Name: STONINGTON Grantee: 137-000  
Grant Title: EDUCATION STABILIZATION FUND  
Project Title: ELEM. AND SECOND. SCHOOL EMERGENCY RELIEF FUND  
Fund: 12060 SPID: 29571 Year: 2020 PROG: 82079 CFI: 124137 CF2:  
Grant Period: 3/13/2020 - 9/30/2021 Authorized Amount: \$280,435  
Project Code: SDE000000000002

### AUTHORIZED AMOUNT BY SOURCE:

LOCAL BALANCE:

CARRYOVER DUE:

CURRENT DUE: \$280,435

CODES	DESCRIPTIONS	BUDGET
100	PERSONAL SERVICES - SALARIES	
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	
300	PURCHASED PROF/TECH SERVICES	
400	PURCHASED PROPERTY SERVICES	
500	OTHER PURCHASED SERVICES	280,435
600	SUPPLIES	
700	PROPERTY	
800	MISCELLANEOUS	
917	INDIRECT COST	
	TOTAL	\$280,435

Original Request Date: 6/16/2020

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This budget was approved by Marlene Padernacht on 6/23/2020.