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152 Elm Street • Stonington, Connecticut 06378

BOARD OF FINANCE MEETING

Wednesday, October 04, 2023

Police Department Meeting Room

7:15 PM

Call to order

Pledge of Allegiance

Comments from the Public

Approval of Previous Minutes

- 08/02/23 Minutes
- 09/06/23 Minutes
- 03/28/23 Public Hearing Minutes
- 03/28/23 Special Meeting Minutes

Bid Waiver Requests:

- Request from Lt. Marley, for bid waiver request to purchase upfits, for fiscal 23/24 allocation of police vehicles, from Strobes N'More, for a total of \$30,000.86.
- Request from BOE IT Manager for bid waiver for purchase of iPads and cases from Apple for \$39,474.00.

Additional Appropriation Requests: (none)

Line-Item Transfer Requests: (none)

Approval of BOF meeting schedule for 2024

Correspondence: (none)

Liaison Reports

- CIP Liaison Report
- WPCA Liaison Report
- BOE Liaison Report
- Other Liaison Reports

Adjourn

TOWN OF STONINGTON
BOARD OF FINANCE MEETING MINUTES
Stonington Police Department Meeting Room
Wednesday, August 02, 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 Lynn Young, Michael Fauerbach, Deborah Norman, Chris Johnson, Bryan Bentz, and Chairman Tim O'Brien. Bob Statchen was not in attendance.

Mr. O'Brien called the meeting to order at 7:15 pm.

Public Comments: (none)

Previous Minutes:

The Chairman requested a motion to approve the May 04, 2023, June 07, 2023, and the June 22, 2023 meeting minutes. Ms. Young motioned, and Mr. Johnson seconded it. The Chairman asked members for any discussion or corrections pertaining to the 5/4/23 minutes, there were no corrections or edits. The Chairman asked members for any discussion or corrections pertaining to the 6/7/23 minutes. It was noted that under public comments, one of the speakers' names was incorrect. The name was corrected to read Chris Smith, not Chris Donahue. Mr. Fauerbach also requested a couple of edits to the section "Discussion Items". He requested that the fifth word on line four be changed from, "development" to "design", the change was made. He also requested that clarification be made in the second paragraph of this section, to clarify that the Board was concerned that a viable funding source for construction of the bike-path had not been identified or secured, and that was the reason the Board was against funding the design portion of the project, it was the board's position that it doesn't make sense to fund the design of a project if there are funds to build it. This edit will be made by the Finance Director. The Chairman asked members for any discussion or corrections pertaining to the 6/22/23 minutes, there were no corrections or edits.

The Chairman called for a vote, on motion to approve the minutes, the motion passed unanimously.

Additional Appropriation Requests:

The Chairman requested a motion to approve the additional appropriation request of \$2,500.00 from the Greater Mystic Chamber of Commerce, to fund the 50th anniversary celebration of the Mystic Aquarium, Ms. Young motioned, and Ms. Norman seconded it. Bruce Flax, the Chamber Director, along with the First Selectman, explained the purpose of his request and details surrounding the proposed event, and commented how successful a similar event was in fiscal 22/23.

Mr. Fauerbach raised a concern that this event is being billed as a celebration of the Mystic Aquarium rather than as a Town celebration. He voiced his concern about setting a precedent whereas anytime, any local business hit a similar milestone, they would request and expect a similar event in their honor. Mr. Fauerbach was on board with funding a "Mystic Celebration" but requested that it be more generic or wider in scope than celebrating mainly one specific organization.

Ms. Young, also expressed her concern about funding the request as well. Her concern, was one of mission creep, of the Town, through the "Outside Agencies" portion of the Human Services budget. She noted that, the Outside Agencies budget has increased dramatically over the last several years, and is concerned that the Town is getting over involved in funding non-Town organizations.

There was much discussion among the members, and between Mr. Flax and Ms. Chesebrough about the particulars of the planned event, primarily about the events proposed budget and other funding sources. The members in particular asked whether the Town of Groton and the Mystic Aquarium were contributing any funding towards the event. Mr. Flax responded that the Aquarium was contributing \$10,000.00, and that Groton was contributing donated police services.

The Chairman polled the members to get a sense of the Boards support for the request, all members present, with the exception of Ms. Young were in support of funding the event in principle, but the Chairman had concerns about funding it through an additional appropriation at this time. The Chairman asked the Director of Finance of other ways to fund the request. The Director of Finance responded that if the Chamber could wait until January of 2024 for payment, then a transfer of funds could probably be found somewhere in the existing budget, or the other option would be to fund the event by discounting or writing off charges for Stonington Police attendance at the event.

Ultimately, the Chairman communicated to Mr. Flax, that the Chamber has the support of the Board to fund the event for \$2,500.00, but the details of how and when will be determine at a later date.

Line-item Transfer Requests:

The Director of Finance presented the Director of Economic Development's request to transfer funds from the professional services account in the Planning Department's regular budget, to the Mystic Boat House Park project fund, to help fund an anticipated shortfall in funding for the park project. The Chairman requested a motion to approve the request, Mr. Fauerbach motioned, and Mr. Bentz seconded it. The Chairman asked the members if they had any questions or comments. Ms. Young inquired why the planning department had \$46,574.00 left in its operating budget. The Finance Director responded that the department was without a Town Planner for much of the year, and that the Director of Economic Development was engaged with so many other projects during the year, that they were unable to move forward on other initiatives.

The Chairman called for a vote on the motion, the motion passed unanimously.

The Director of Finance presented his request to transfer \$28,760.00 from the Accrued Leave Payout account in Administrative Services regular budget, to the Solid Waste Manager salary line-item in the solid waste department to cover the deficit to that line-item, due to the retirement of the prior Solid Waste Manager, and his payout of vacation and sick time. The Chairman requested a motion to approve the request, Ms. Young motioned, and Mr. Johnson seconded it. The Chairman asked the members if they had any questions or comments. There were no questions or comments.

The Chairman called for a vote on the motion, the motion passed unanimously.

Addition to the agenda:

At the request of the Director of Finance, the Chairman made a motion to add an additional transfer request to the agenda. Mr. Fauerbach made the motion, Ms. Young seconded the motion. The Chairman called for a vote, the motion, was unanimously approved.

The Public Works Director requested six line-item transfers totaling \$5,462.96, to cover deficits in certain line-items in the Public Works and Engineering budgets, for fiscal 22/23. The Chairman requested a motion to approve the request, Ms. Norman motioned, and Mr. Johnson seconded it. The Chairman asked the members if they had any questions or comments. The Public Works Director explained to the members the various reasons for the deficits in those particular accounts.

The Chairman called for a vote on the motion, the motion passed unanimously.

Bid Waiver Requests:

The BOE Director of Facilities requested a bid waiver to purchase a utility van from Gengras Ford, for \$50,103.10, for the newly hired HVAC technician that the district hired. The Chairman requested a motion to approve the request, Ms. Young motioned, and Mr. Bentz seconded it. The Chairman asked the members if they had any questions or comments. Mr. Fauerbach inquired whether this truck was fully funded in the CIP budget, the Director responded that it was, and that it is off the state bid list. Ms. Young noted that during the 23/24 budget presentation, a plow truck had been requested, but now that request has changed to a utility van. She asked the Director to explain the change in vehicle. The Director explained that with the hire of the new HVAC tech he needs a vehicle to house his tools as he moves around Town from location to location. He further explained that when the plow truck was requested, it was needed at that time, but through discussions with the Town's Public Works department, the DPW has agreed to take on some more plowing responsibilities for the BOE, lessening the BOE's need for the new plow truck.

The Chairman called for a vote on the motion, the motion passed unanimously.

The Public Works Director, and Deputy requested a bid waiver to purchase a mini-excavator from WI Clark, for \$115,233.00. The Chairman requested a motion to approve the request, Ms. Young motioned, and Mr. Fauerbach seconded it. The Chairman asked the members if they had any questions or comments. Ms. Young asked if it was off the state bid list. The Deputy

Director responded that it's not of the state bid list, but it is off a National Bid service called Sourcewell. Mr. Fauerbach asked if it was fully funded in the CIP budget, again the Deputy Director responded it was.

The Chairman called for a vote on the motion, the motion passed unanimously.

The Public Works Director and Deputy requested a bid waiver to purchase a Ford F550 from Gengras Ford, for \$83,654.20. The Chairman requested a motion to approve the request, Ms. Young motioned, and Mr. Bentz seconded it. The Chairman asked the members if they had any questions or comments. Ms. Young asked if it was off the state bid list, the Deputy Director responded it was. Mr. Fauerbach asked if it was fully funded in the CIP budget, again the Deputy responded that it was.

The Chairman called for a vote on the motion, the motion passed unanimously.

Correspondence:

- The Board received a thank you letter from Carole Nossek, the Chairperson of the Beautification Committee, thanking the Board for approving the funding for the Pawcatuck/Donohue Park lighting projects.
- The Board received two communications from the CT DOT regarding the Viaduct bridge replacement projects. The member discussed the funding of the Town's portion of the project, and the Chairman noted that the DOT has been very forthcoming and easy to work with, and he is confident that the Town's portion won't exceed the approximately \$1.5 million estimated by the DOT.
- A letter was received from the Director of Administrative Services, that due to performance, retention, and labor market pressures the Town is making salary adjustments to several positions for the 23/24 fiscal year. No action is being requested of the Board at this time, but come January the Board can expect some line-item transfer requests to fully fund these increases, which is anticipated will be funded from other line-item transfers, not requiring any additional appropriations.

Liaison Reports:

Tax Collector Liaison Report: Mr. Fauerbach noted that he heard from the Tax Collector that tax collections for the first month of fiscal 23/24, were excellent. Collections YTD are at 52.02%, 54.88%, and 81.45% for real estate, personal property, and motor vehicles, respectively.

BOE Liaison Report: Ms. Young noted that she had meet with the Superintendent and the BOE Finance Director, and that the BOE budget situation isn't as dire as first thought during the 23/24 budget process. The BOE Finance Director has been reviewing every aspect of the budget in detail and looking for possible savings throughout the budget. Ms. Young also noted how diligently the BOE and staff were working at making their budget work and commended them for their efforts.

Mr. Johnson asked Mr. Fauerbach if he had been in contact with the Bike Stonington group, regarding funding of the Bike Path project discussed at the June 07th BOF meeting. He responded that he hadn't, but Ms. Young commented that the Bike Stonington group had been in contact with her regarding funding of the project and she would provide Mr. Fauerbach with the group's contact info.

Adjournment:

The Chairman called for a motion to adjourn the meeting. Ms. Young motioned, and Ms. Norman seconded. The motion passed unanimously, and the meeting was adjourned at 8:07 pm.

Respectfully submitted,

James Sullivan
Director of Finance

TOWN OF STONINGTON
BOARD OF FINANCE MEETING MINUTES
Stonington Police Department Meeting Room
Wednesday, September 06, 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 Lynn Young, Deborah Norman, Bob Statchen, Chris Johnson, Bryan Bentz, and Chairman Tim O'Brien. Michael Fauerbach was absent.

Mr. O'Brien called the meeting to order at 7:18 pm.

Pledge of Allegiance was recited

Public Comments:

There were several individuals whom spoke in regards to the First Selectman's request for an additional appropriation of \$84,000 to fund the replacement of lead water services on River Road.

Tracy Swain of Pawcatuck, commented that she was opposed to the Town paying for the new water services because it is her opinion that it is the responsibility of the Westerly Water Company (WWC).

Don Fiore, of West Vine Street, Pawcatuck, spoke in favor of the request, citing that WWC, has been an asset to the community, it provides good service at an excellent price, and that it is in the Town's interest to partner with WWC on this project.

Dave Brown of Pawcatuck, raised questions about what exactly the Town's responsibility is relative to this request. He noted that there is an existing agreement between the Town and WWC, dating back to 1986, that he believes lays out the varying responsibilities of each party. He suggested that the BOF not take any action on this request until the BOF and Town counsel has had an opportunity to review this agreement to make sure no terms of the agreement would be violated by approving this request.

Previous Minutes:

08/02/23, 3/28/23 PH, 3/28/23 Special - The Chairman requested a motion to approve the meeting minutes from these three dates. Ms. Young motioned, and Mr. Bentz seconded it. The Chairman asked members for any discussion or corrections pertaining to the minutes. There were a couple of minutes of discussion about possible edits to the minutes as presented, and because member Fauerbach was not present, it was decided to table the minutes until the next BOF meeting. Ms. Young and Mr. Bentz withdrew their motions, and approval of the minutes was tabled until the next meeting.

Additions to the Agenda:

The Chairman requested a motion to add a bid waiver request to the agenda. Ms. Norman motioned, and Ms. Young seconded. The Chairman called for a vote, the motion passed unanimously.

Bid Waiver Requests:

The Chairman called for a motion to approve Lt. Marley's bid waiver request to purchase five police vehicles. Ms. Young motioned, and Ms. Norman seconded. The Chairman called for discussion, and Lt. Marley explained why it would be advantageous to the Town for the Board to grant the waiver. There were questions about whether the vehicles were on the state bid list, three of them were, and two weren't, because the two that weren't, are in great demand. Mr. Johnson inquired as to whether electric or hybrid vehicles had been considered. Lt. Marley said that they did look at that, but it would add about another \$5,000.00 to the cost of each vehicle, and he also communicated that Groton bought an electric vehicle for its fleet in the prior year and has had nothing but problems with it.

The Chairman called for a vote to approve the motion; the motion passed unanimously.

Requests for Additional Appropriations:

The First Selectman addressed the Board briefly to explain the reasoning of her request for the \$84,000.00 additional appropriation to fund the replacement of the 12 lead water services, along River Road, before introducing Max Sposato, Director of Westerly Public Works/Utilities and Sean Lacey, the Westerly Town Manager, to make their case for why Stonington should participate in the watermain project and shoulder the cost of replacing the 12 lead water services effected by the new watermain project. Mr. Sposato, gave a broad overview of the entire watermain project, and expressed his opinion that because of the benefit to the residents of Pawcatuck it is fair that Stonington pay for a portion of the project, and that WWC determined that the \$84,000 to replace the 12 lead water services in question was a fair request. He further explained that WWC is going above and beyond what they are minimally required to do to the tune of \$300,000, and if Stonington doesn't contribute to the project the WWC board may not approve extra improvements. He also noted that as a result of the repaving of the road after the project, the Town will receive a brand-new road worth approximately \$250,000. The BOF members comments were as follows:

Ms. Young – commented that she believes the rate payers, who will benefit from the project should pay for the project, versus the whole Town subsidizing one specific part of Town. She, like Mr. Brown commented earlier, also suggested that the board read the agreement between the Town and WWC, before any action be taken, but on the whole, she was against the Town funding the project.

Mr. Statchen – expressed his support for funding the project; he cited three reasons for his support, the project improves public safety (firefighting), public health (removal of lead services), and the Town would have a brand-new road as well.

Mr. O'Brien – commented that he thought it was a worthwhile project to fund, but was against funding it with an additional appropriation out of fund balance, he expressed his opinion that such appropriations should only be done for emergency or dire situations and he doesn't think this project meets that requirement. He expressed support for funding the project if a different funding mechanism could be determined.

Ms. Chesebrough, asked if we could take the funding from one of the ARPA grant projects that has been delayed. Mr. O'Brien responded that if the funding came out of an ARPA project, it might likely never be restored. Ms. Chesebrough and Mr. O'Brien then discussed the possibility of paying for a portion of the paving related to the watermain project instead of the lead services, and funding it through the DPW paving budget in CIP. Ms. Chesebrough inquired of the DPW Director if he had available funds in his paving CIP budget to fund paving up to \$84,000.00, in indicated that he could do that by adjusting his paving plan.

Mr. O'Brien asked Mr. Lacey if it mattered to Westerly what portion of the project the Town funded, paving vs. water service replacements. Mr. Lacey indicated that it didn't matter to Westerly what specific item Stonington paid for.

Mr. Johnson, asked Mr. Sposato if he knew how many lead water services Aquarion had in Stonington. Mr. Sposato responded that he didn't know.

There was more discussion amongst the board members as to the merits of the request, and the Chairman polled the members, as to whether they were supportive of the First Selectman authorizing the DPW Director to redirect a portion of the CIP paving budget toward the WWC watermain project. All members present were supportive of this approach except for Lynn Young. As to the actual additional appropriation request the Chairman called for a motion to vote on the request, Ms. Young motioned, Mr. Bentz seconded. The Chairman asked for a vote to reject the request for the additional appropriation, Ms. Young, Ms. Norman, Mr. Bentz, and Mr. O'Brien voted not to approve the request, Mr. Johnson and Mr. Statchen voted to approve the request. The request was voted down.

Line-item Transfer Requests:

The Director of Finance presented his request for 22/23 year-end transfers, to transfer funds from line-items and/or departments that had surplus balances to line-items and/or departments that had deficits. The cumulative total of the transfers was \$29,513.00. The Chairman called for a motion to approve the request, Mr. Statchen motioned, Mr. Johnson seconded. The Chairman called for discussion there was none.

The Chairman called for a vote on the motion, the motion passed unanimously.

Correspondence: (none)

Liaison Reports

BOE liaison report: Ms. Young commented that the Education department was doing an excellent job managing its budget, but she warned that 23/24 is going to be a difficult year for the school system financially.

Retirement committee liaison report: Mr. O'Brien noted that the retirement committee met last month and reviewed the status of the Town's defined benefit plan, and commented that the fund was in excellent shape.

There were no other liaison reports.

The Chairman called for a motion to adjourn the meeting. Ms. Young motioned, and Mr. Bentz seconded. The motion passed unanimously, and the meeting was adjourned at 9:05 pm.

Respectfully submitted,

James Sullivan
Director of Finance

TOWN OF STONINGTON
BOARD OF FINANCE SPECIAL MEETING
PUBLIC HEARING
Stonington High School Auditorium
Tuesday, March 28th, 2023
7:00 PM

A meeting of the Board of Finance was held on this date at the Stonington Police Department Meeting Room. Members present were Chairman Tim O'Brien, Chris Johnson, Deborah Norman, Lynn Young, Bryan Bentz, Bob Statchen, and Mike Fauerbach via telephone.

Chairman O'Brien called the meeting to order at 7:00 pm.

The meeting was held to present the itemized estimates of expenditures of the Town for the 2023/2024 Fiscal Year, as recommended by the Board of Finance and to hear the citizens of the Town in regard to any appropriation which they are desirous that the Board recommend or reject. A copy of the budget is available for review in the office of the Town Clerk, and online at www.stonington-ct.gov.

Chairman O'Brien started the meeting by explaining that this is a public hearing on the proposed budget for fiscal 2023/2024 and is the public's opportunity to comment and/or voice their concerns on the budget as recommended by the Board of Finance (BOF).

Mr. O'Brien commented that, in his experience, which includes observing his father during his 12-year tenure as a board member, and his own experience over the past ___ years as a member of the board, this is the most collaborative budget he's ever been a part of. He thanked all the department heads for their respective budget presentations and was appreciative of how engaged they were with the board during their presentations, and also how transparent they were in explaining the reasonings behind their budget requests. He also commented that this is probably the best group he's ever worked with on the budget process, or has seen at any Town government, and that their willingness to listen to concerns, and come up with creative ideas has been nothing short of exemplary. Further, he stated, that as Stonington residents, "we should all be very proud of the group that we have at Town Hall, because it is by far the best group I've ever seen".

Mr. Dave Brown requested a point of order, and asked the Chairman if the congregation could recite the pledge of allegiance, before continuing the meeting. The Chairman responded that they can't because its not on the agenda, and because it's a special meeting he can't change the agenda to add it.

The Chairman continued his comments about how collaborative the budget process has been this year, but this time focusing on the Board of Education's (BOE) efforts. He pointed out what a great job the BOE and the Superintendent, and the education department as a whole, has done dealing with, and getting through COVID. Education leaders were very transparent in what they

needed, how COVID grant funds were being used, and were collaborative with the BOF in preparing a responsible budget, for fiscal 2023-2024, that would meet the needs of the Town's students. Never was the process contentious, everyone worked together to ensure a sound budget, and for that he was grateful to everyone involved.

The Chairman summed up his opening remarks by noting that the budget as presented here tonight is not final, and that the BOF is prepared to listen to tonight's public comments before finalizing the BOF recommended budget. And he further acknowledged the concerns many residents have surrounding the fact that the Town is in a revaluation year, and that a dramatic shift in the tax burden may occur, and that the BOF is cognizant of that fact and is taking it into consideration. And with that the Chairman asked the First Selectman if she would like to make any opening comments.

First Selectman's comments: To start, the First Selectman echoed the Chairman's comments about how proud she is of the work the employees of the Town are doing. She also recognizes all the challenges the Town is facing, and appreciates all the input received from the community in helping to shape the budget, but also wants everyone to understand that most all of the budget requests the Town receives have merit, but the reality is that tough decisions have to be met and not all requests can be funded. And just because a project isn't funded, doesn't mean the community isn't being heard and isn't appreciated. She thanked everyone involved in the budget process for thoughtfulness in preparing the fiscal 23/24 budget.

Public Comment Begins:

The Chairman explained the process to all in attendance, he asked that anyone whom would like to comment should que up at the podium, use the microphone, provided their name and address, and then make their comment. He asked that we start with any overall budget questions or comments to start. And then after, the BOF will go department by department, and anyone who would like to comment on a specific department's budget should do so at that time.

General Comments:

Woman commented: Laura Brown, 213 Pawcatuck Ave, had comments about funding choices the BOF is making. It was her opinion that the Town needs to spend more money on infrastructure to keep residents safe, and that it could be done without increasing the mill rate by dipping into fund balance.

Man commented: Glenn Frishman of Pequot Trail, commented that inflation is at a forty year high, so to give the taxpayers a break he suggested that the BOF cut both the BOE and Town year over year budget increases by 10% of the *increase*.

Rick Newton, 32 Meadowbrook Lane, Mystic, Member of the Climate Change Taskforce:

- Thanked the BOF members for their service.
- Commented about the importance of creating a fulltime "Climate Change Manager" to identify and plan projects to mitigate and cope with the effects of climate change.
- He went on to identify a number of issues that the Town is facing, and identified actions, that in his opinion the Town should be taking. He highlighted some projects that other Towns are taking.

Chairman called for any other comments on the overall budget, hearing none the BOF moved to departmental budgets. Chairman asked if there were any comments on:

- The First Selectman's budget:
 - Dave Brown of 258 River Road inquired as to the 20.8% increase in Town Clerk clerical salaries, over last year's revised budget. The Director of Finance responded, that the 20.8% increase is over prior year's revised budget, not prior year's adopted budget. Due to a clerical position being vacant for part of the year in fiscal 22/23, the original budget was revised down by \$22,120.00, which makes the 23/24 budget increase exaggerated. But the adopted budget year over year is actually a 1.90% decrease.
- Administrative Services-Budget:
 - Dave Brown inquired as to what the Human Resources Coordinator (HRC) position does. The Director of Finance responded that, that is the person who handles HR matters. Mr. Brown then asked whether that was the duty of the Director of Administrative Services. The Finance Director further explained that the HRC position is the day-to-day processing of various personnel related issues like retirement plan administration, processing new personnel and retirees, and various other duties.
 - Dave Brown inquired as to how much has been spent on "Diversity, Equity, and Inclusion" training. \$7,500.00 had been budgeted in fiscal 22/23, but to date nothing has been expended.
 - Dave Brown inquired as to why the Technology Support Specialist (TSS) makes more than the IT Manager. The Chairman responded that there are two TSS's.
 - Dave Brown inquired as to why the "Labor Counsel" line-item increased by \$40,000.00. The Director of Admin Services responded that it was really more of a redistribution of legal expenses. The "Labor Negotiations" line-item decreased by \$70,000, \$40,000 which was moved to "Labor Counsel" and a real overall decrease of \$30,000. The reallocation was done to better classify the type of legal expenses being incurred.
 - Dave Brown asked why "Eyewear" went up so much. The Chairman responded

that, that question is too detailed for the Board to answer.

- Department of Assessment Budget: no questions or comments.
- Finance Department Budget: no questions or comments.
- Debt Service Budget: no questions or comments.
- Planning Department: no questions or comments.
- Highway Department:
 - Dave Brown asked why the different general labor categories, e.g., equipment operator, mechanics, truck drivers, etc. aren't broken out separately in the budget, similar to how they are in the narrative. The Chairman responded that it would be too cumbersome for payroll to have so many general labor expenditure line-items.
- Solid Waste: no questions or comments.
- Engineering: no questions or comments.
- Facilities Management: no questions or comments.
- Building Official: no questions or comments.
- WPCA: no questions or comments.
- Police:
 - Dave Brown asked why the new police Chief was getting a 6.39% raise. The Chairman responded that it is contractual.
 - Dave Brown commented that the top three salary positions are very close in pay, and commented that it almost looks like we're paying for three chiefs. The Chairman responded that all three are very high level, complex positions, that have very different duties.
 - Dave Brown asked what "Peer Support" is. The Police Chief responded that it's a state mandated program, that the Town must have, to help officers cope with any stresses in their lives or careers, to ensure that officers are operating on a level

keel.

- Human Services:
 - Dave Brown asked why the “Social Services Administrator” line-item increased by \$5,000.00 from the First Selectman’s budget to the BOF’s budget. The Director of Finance explained that this was a merit raise that was awarded after the First Selectman’s budget was proposed.

- Board of Education: no questions or comments.

- Capital Improvements:
 - Ms. _____ of _____, representing the Ocean Community YMCA, requested that the BOF reconsider its earlier decision to decrease the YMCA’s request of \$125,000 for funding for the Naik Master Plan, but \$100,000, down to \$25,000. She noted that some of the BOF members had suggested only cutting it by 50% so she requested that the BOF revise its previous cut of \$100,000 to a cut of only \$62,500, leaving the final appropriation at \$62,500. She noted during her request that the YMCA offers a lot of services to the community, especially to children and seniors, and that the YMCA is a vital resource for many lower income persons within the community.
 - Dave Brown made the comment that he thinks the Town is supporting non-profits too much, and that in his opinion some of these non-profits aren’t necessarily service the local community.
 - Jan Chamberlin, of _____ also spoke in support of restoring the YMCA’s request back to 50% or the original ask. She also pointed out that the YMCA serves individuals of all ages and income levels. As a physical therapist, she noted the importance of the YMCA for certain individuals in maintaining physical and mental health.

Hearing no more requests for comment from the congregation, the Chairman announced that the public comment portion of the meeting is suspended at 7:47 p.m., and that the BOF will reconvene at 7:55 p.m. to consider this evening’s public comments and to further discuss the budget among themselves.

TOWN OF STONINGTON
BOARD OF FINANCE SPECIAL MEETING
Stonington High School Auditorium
Tuesday, March 28, 2023
7:55 PM

A special meeting of the Board of Finance was held on this date at the Stonington High School Auditorium. Members present in the auditorium were Chairman Tim O'Brien, Deborah Norman, Bob Statchen, Chris Johnson, Lynn Young, and Bryan Bentz. Mr. Fauerbach was present by speaker phone.

Chairman O'Brien called the meeting to order at 7:55 pm. Mr. O'Brien informed the public this is the time for further Board deliberations. Mr. O'Brien went on to make a statement explaining how he would like the meeting to proceed. He requested that each Member make a statement about whether they are satisfied with the budget, that was presented earlier this evening at the public hearing, or whether any member had any concerns or issues with the budget, as it currently stands. The Chairman started with me Bentz and requested that he express his thoughts on the budget as presented.

Mr. Bentz - commented that during the Public Hearing he didn't hear any comments that would cause him to change or alter the budget at this time.

Ms. Norman - commented that she felt much the same as Mr. Bentz, that nothing from tonight's public hearing causes her to make any changes to the budget, and she noted that the BOF worked hard on this budget and she is pleased with it.

Ms. Young - also agreed with Mr. Bentz and Ms. Norman.

Mr. Statchen - started by echoing the Chairman's comments about the professionalism of all the Town staff and their efforts in putting together the annual budget, and commented that the Town is fortunate to have the people that we have working for the people of Stonington and he wants to make sure that we continue to support the staff and the excellent work that they're doing. He also noted that he has prepared a written statement that he will read to the gathering and requested that it be added as an addendum to these minutes. 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.

Mr. Johnson - expressed his concerns about cutting funding for some line-items, particularly capital projects that we know will have to be done at some point, such as funding for the White Rock Bridge repairs and the Noyes Avenue Wall and Road replacement, and funding for the YMCA. And even with cutting these expenditure lines, we are still proposing to apply \$3.8million of fund balance to make this budget work. His final comments were that he didn't believe these capital projects should be cut and that they should be funded in this year's budget. But if these important capital expenditures are to be

cut, then we should not use so much of fund balance in this year's budget so that its available to fund these capital projects at some time in the future when they absolutely have to get done.

Mr. Fauerbach - expressed the following thoughts regarding the budget as proposed:

His first comment was to thank the staff in their efforts preparing the budget, he stated that staff did an exceptional job providing the Board with all the information that it needs to make informed decisions. He noted preparing the budget is a long, grueling process, and the effort expended is very much appreciated, and he is grateful for the transparency that each department has lent to the process. He also thanked the Town residents who engaged in the process as well, and believes it's always helpful to get additional perspectives directly from the residents the Board represents.

He expressed his concerns about deferring certain expenditures that he thinks are inevitable, and noted that while largely leaving the operating budget alone, the BOF cut over \$1.9 million from the Board of Selectmen's (BOS) CIP budget. Presumably the BOS put forward what it feels the Town actually needs, and that after BOF cuts, this year's CIP budget is 23% less than prior year CIP budget. He stated that he believes that we are pushing out a number of our capital expenditures that have to get done at some point. He repeated Mr. Statchen's assertion that we are fully utilizing every lever that's available to us right now, to drive down the mill rate, whether that be tapping undesignated fund balance, or tapping the COVID expense reimbursement funds that were set aside, and repurposing defunct CIP projects. So, we really are doing everything we can to drive down the mill rate, which generally is a good thing, but I do worry about some of these items that again, we've pushed out that we know are known exposures, and for which we're going to have an imminent obligation. To get more specific, he stated he would be in favor of restoring the following cuts:

- Line 5 IT storage costs - \$91,435 pushed to next year.
- Line 9 Emergency Lighting - \$14,000 pushed to next year, and he believes both lights are needed for emergency operations to function as it should.
- Line 27 Highway Equipment - \$235,000 for new dump truck pushed out to next year. He commented that highway has provided the BOF with a well thought out capital replacement schedule that is not being followed.
- Line 35 Bridge replacement fund - \$50,000 pushed out to next year. The Town has a lot of bridges in need of repair, so there is a lot of exposure here.
- Line 49 White Rock Bridge structural repairs - \$257,000 pushed out to next year. The Highway department has indicated that the \$257,000 will definitely be needed next year.

All these items total \$647,000, and if added back to the proposed budget, the mil rate would increase by .16 to 17.61, which would still be a year over year decline in taxes for the typical home owner. Taxes would have decreased for two years in a row. The BOF has the flexibility and responsibility to prevent the Town from being in a bad position next year when all these items have to be funded.

That concluded Mr. Fauerbach's comments.

There was much discussion among the members about how much money should be left in undesignated fund versus how much should be returned to the taxpayers, i.e., used to offset the mill rate in the 23/24 budget.

Mr. Bentz asked Mr. Fauerbach if he would support adding the \$647,000 back if it were to be funded from additional use of fund balance. Mr. Fauerbach responded that he would not be in favor of using more fund balance because he would like to keep those funds available to fund known future capital expenses such as bridge repairs, and that he would like to add back the \$647,000 and have it funded by tax revenue.

Mr. O'Brien commented that the Highway department was fine with reducing the White Rock Bridge repair allocation down to \$88,000, because the \$88,000 will allow them to get the engineering and design work done, which will take about a year, and then they will better be able to estimate the actual cost of repairs at that time.

Mr. Fauerbach commented that Westerly has already funded its portion of the proposed White Rock bridge repairs and that he doesn't want Stonington holding up the repairs because the money wasn't appropriated.

Mr. Statchen and Mr. Fauerbach, had a back and forth, primarily between themselves, about how much each would be willing to, both decrease the appropriation from fund balance, and increase capital expenditures through an increase to the mill rate as presently proposed. This conversation lasted for a few minutes.

At the conclusion of this back and forth, Chairman O'Brien asked each member of the BOF whether they would be in favor of adding back the \$647,000 of CIP cuts discussed earlier, by increasing the proposed mill rate by .16 mills, to 17.61.

Mr. Fauerbach – recommended adding back the \$647,000 of CIP projects to be funded by the .16 mill increase in the proposed budget.

Mr. Bentz – responded that he would be against increasing the mill rate by .16 mills, but would be in favor of adding back the \$647,000, if it were to be funded by an additional appropriation of fund balance.

Ms. Norman – responded that she is in favor of leaving the budget where it is currently, except for the reinstatement of CIP funding for the White Rock bridge repairs, which would be an increase of \$257,000 to the current budget.

Ms. Young – responded that she would support the reinstatement of the White Rock bridge funding but only if the \$257,000 was cut from somewhere else in the budget, leaving the mill rate unchanged.

Mr. Statchen – responded that he would support reinstating the \$647,000 of CIP cuts, but that would be contingent on the proposed appropriation of fund balance being reduced by \$900K from \$3.8million to \$2.9million.

Mr. Johnson – responded that he was of like mind with Mr. Statchen, but additionally he would want the funding restored to the YMCA funding request on line 104.

Mr. O'Brien – Commented that he was supportive of the budget as it currently stands.

The Chairman summarized the members' positions by concluding that he believes 3 members are in support of the budget as is, and three are against it as is, with one member not fully committing either way until the White Rock bridge question is resolved. He asked for further discussion from the members specifically regarding the White Rock bridge project.

Ms. Young – opined that there is no point in funding construction costs at this time since the engineering hasn't been done and we don't know what the ultimate cost will be, that likely it may have to be bonded. Still supports budget as is.

Mr. Fauerbach – asked Ms. Young if she would support funding the bridge replacement fund in general and not the White Rock bridge specifically. She was still against that, noting that the bridge issue in general will require bonding or grant funds to complete.

No further discussion about funding bridges.

The Chairman indicated he would call for a vote on the budget as is. Mr. Bentz made a motion to approve the budget as presented. Seconded by Ms. Young. There was more discussion about funding CIP projects and use of fund balance. The Chairman called for a vote to recommend the budget to Town Meeting as currently presented:

Mr. Bentz	Aye	
Ms. Norman	Aye	
Ms. Young	Aye	
Mr. Statchen		Nay
Mr. Johnson		Nay
Mr. Fauerbach		Nay
Mr. O'Brien	Aye	

The motion to recommend the 2023-24 budget to Town Meeting was approved 4 to 3.

Having no more business before the Board this evening the Chairman declared the meeting in recess.
(No motion to adjourn?)



TOWN OF STONINGTON

FINANCE DEPARTMENT

152 Elm Street • Stonington • Connecticut • 06378
Main: (860) 535-5070 Fax: (860) 535-0602

TO: Board of Finance
FROM: James Sullivan – Director of Finance
CC: Lieutenant Marley, Fleet Manager
Daniëlle Chesebrough – First Selectman

DATE: 09/11/23

SUBJECT: Bid waiver request – Purchase of 23/24 vehicle upfit of fiscal
23/24 allocation of police vehicles.

COMMENTS:

On behalf of the Lt. Marley, I would like to request a bid waiver to purchase the 23/24 police vehicle upfits from Strobes N"More. Attached are two quotes. The first quote of \$16,300.86 is for the upfit of three special service police vehicles and the second quote of \$13,700.00, is for the upfit of the Police Pursuit Vehicle. The total request is for \$30,000.85.

Respectfully,
James Sullivan, Director of Finance



Order Date:9/7/2023
 Order Number #:288566
 Sales Person:David

StrobesNMore.com
 81 Tom Harvey Road
 Westerly, RI 02891
 401-348-0141

BILLING ADDRESS

Tim Marley
 Stonington Police Department
 173 S Broad Street
 Pawcatuck, CT 06379 - United States
 tmarley@stonington-ct.gov

SHIPPING ADDRESS

Tim Marley
 Stonington Police Department
 173 S Broad Street
 Pawcatuck, CT 06379 - United States

Shipping Method:INSTALL AT SNM
 Payment Type:Quote

Total Items:43

Item ID	Descriptions and Options	Price	Qty	Total
IONBKT9	WHELEN IONBKT9 ION GRILLE MT 2021 TAHOE PAIR	\$21.09	1	\$21.09
I2E	Whelen ION DUO Linear-LED Universal Mount Choose your LED Colors: Blue/White	\$111.15	2	\$222.30
I2D	Whelen ION DUO Linear-LED Universal Mount Choose your LED Colors: Red/White	\$111.15	2	\$222.30
IONK1B	Whelen ION Swivel Mount	\$23.94	4	\$95.76
BSFW54Z	WHELEN BSFW54Z SOLO R/B w/TD WCX FST 21+ TAHOE	\$770.07	1	\$770.07
C399	CenCom CORE Amplifier Control Module Choose your Installation Kit: No Installation Kit	\$764.94	1	\$764.94
C399K6	Whelen Core K6 Install Kit	\$102.03	1	\$102.03
MAGMIC	Magnetic Mic Microphone Clip	\$39.95	1	\$39.95
FUSE12	SNM FUSE12 12-POSITION FUSE BLOCK	\$39.99	1	\$39.99
E68XTREMERB	Strobes N' More E66 & E68Xtreme LED Stick Choose Your Model: 8 Module (E68Xtreme) (+\$25.00) Choose your Color: Half Red / Half Blue	\$224.99	1	\$224.99
01-0488593-09E	WHELEN 01-0488593-09E KIT, MTG 2021 CHEVY TAHOE	\$119.70	1	\$119.70
SA315U	Whelen SA315U New Projector Siren Speaker Choose your Speaker Mount: Heavy-Duty Universal L Bracket	\$209.99	1	\$209.99
SAK70	WHELEN SAK70 TAHOE BRACKET	\$27.93	1	\$27.93
LABORMPA	Installation MPA	\$95.00	21	\$1,995.00
SHOP	SHOP WIRING AND INSTALL SUPPLIES	\$125.00	1	\$125.00
XI2E	WHELEN XI2E DUO SMOKED LENS ION BLUE/WHITE	\$117.99	1	\$117.99

XI2D	WHELEN XI2D DUO SMOKED LENS ION RED/WHITE	\$117.99	1	\$117.99
CCTL8LM	Whelen WeCanX 6 & Slide Control Head Choose with or without Microphone : Without Microphone	\$216.60	1	\$216.60

Order Comments:

*INCLUDES LABOR TO INSTALL
ALL ABOVE PARTS AND (1)
CUSTOMER PROVIDED RADIO.
RADIO MUST BE REMOTE HEAD

SubTotal:	\$5,433.62
Discount:	\$0.00
Tax:	\$0.00
Shipping:	\$0.00
Total:	\$5,433.62


Checkout Questions

PO# If Applicable:

I Have Read And Agreed To The Terms and Conditions:

x	3
=16,300.86	

Terms and Conditio...





Town of Stonington
Board of Finance
Apple bid waiver request

September 27th, 2023

BOARD OF EDUCATION

Farouk Rajab
Board Chair

Heidi Simmons
Board Secretary

ADMINISTRATORS

Mary Anne Butler
Superintendent

Timothy Smith
Assistant Superintendent

Allison Van Etten
Director of
Special Services

Alisha Stripling
Director of
Finance & Personnel

Peter Anderson
Director of
Facilities & Operations

Chris Williston
Director of Technology

Stonington Public Schools Department of Technology requests a bid waiver for the purchase of \$39,474.00 in iPads and cases. The funding is being provided by USAC as part of our ECF grant awarded.

As an educational institution, we are required to purchase Apple products solely from Apple, as outlined in the enclosed sole source agreement letter.

Thank you for your consideration,

Chris Williston

Director of Technology
40 Field St., Pawcatuck, CT 06379
chris.williston@stoningtonschools.org | 860.572.0506

Apple Inc. Education Price Quote

Customer: ACCOUNTS PAYABLE
 STONINGTON PUBLIC SCHOOLS
 ACCOUNTS PAYABLE
 Phone: (860) 572-0506 x2117
 email:
 chris.williston@stoningtonschools.org

Apple Inc: Norma Jean Loftus
 One Apple Park Way
 Cupertino, CA 95014
 email: normajejan@apple.com

Apple Quote: 2212228672

Quote Date: Thursday, September 07, 2023

Quote Valid Until: Saturday, September 30, 2023

Quote Comments:
 Please reference Apple Quote number on your Purchase Order.

#	Product Description	Qty	Unit List Price	Discount per Unit	Unit Discounted Price	Extended Discounted Price
1	10.2-inch iPad Wi-Fi 64GB - Silver (Packaged in a 10-pack) Part Number MK403LL/A	120	\$294.00	\$0.00	\$294.00	\$35,280.00
2	Brenthaven Edge 360 Case for 10.2-inch iPad (7th, 8th and 9th Generation) - Gray - Special 10- Pack Pricing (includes quantity 10 HNWC2ZM/A) Part Number BPGJ2LL/A	12	\$349.50	\$0.00	\$34.95	\$4,194.00
	Brenthaven Edge 360 Case for 10.2- inch iPad (7th, 8th, and 9th Generation) - Gray Part Number: HNWC2ZM/A Quantity: 120					
Extended EDU List Price Total						\$39,474.00
Total Discount						\$0.00
Extended Discounted Price Subtotal						\$39,474.00
- Additional Tax						\$0.00
- Estimated Tax						\$0.00
Extended Discounted Total Price*						\$39,474.00

*In most cases Extended discounted Total price does not include Sales Tax
*If applicable, eWaste/Recycling Fees are included. Standard shipping is complimentary

Complete your order by one of the following:

- This document has been created for you as Apple Quote ID 2212228672. Please contact your institution's Authorized Purchaser to submit the above quote online. For account access or new account registration, go to <https://ecommerce.apple.com>. Simply go to the Quote area of your Apple Education Online Store, click on it and convert to an order.
 - For registration assistance, call 1.800.800.2775
- If you are unable to submit your order online, please send a copy of this Quote with your Purchase Order via email to institutionorders@apple.com. Be sure to reference the Apple Quote number on the PO to ensure expedited processing of your order.
 - For more information, go to provision C below, for details.

THIS IS A QUOTE FOR THE SALE OF PRODUCTS OR SERVICES. YOUR USE OF THIS QUOTE IS SUBJECT TO THE FOLLOWING PROVISIONS WHICH CAN CHANGE ON SUBSEQUENT QUOTES:

- A. A. ANY ORDER THAT YOU PLACE IN RESPONSE TO THIS QUOTE WILL BE GOVERNED BY (1) ANY CONTRACT IN EFFECT BETWEEN APPLE INC. ("APPLE") AND YOU AT THE TIME YOU PLACE THE ORDER OR (2), IF YOU DO NOT HAVE A CONTRACT IN EFFECT WITH APPLE, CONTACT contracts@apple.com.
- B. B. ALL SALES ARE FINAL. PLEASE REVIEW RETURN POLICY BELOW IF YOU HAVE ANY QUESTIONS. IF YOU USE YOUR INSTITUTION'S PURCHASE ORDER FORM TO PLACE AN ORDER IN RESPONSE TO THIS QUOTE, APPLE REJECTS ANY TERMS SET OUT ON THE PURCHASE ORDER THAT ARE INCONSISTENT WITH OR IN ADDITION TO THE TERMS OF YOUR AGREEMENT WITH APPLE.
- C. C. YOUR ORDER MUST REFER SPECIFICALLY TO THIS QUOTE AND IS SUBJECT TO APPLE'S ACCEPTANCE. ALL FORMAL PURCHASE ORDERS SUBMITTED BY EMAIL MUST SHOW THE INFORMATION BELOW:
 - APPLE INC. AS THE VENDOR
 - BILL-TO NAME AND ADDRESS FOR YOUR APPLE ACCOUNT
 - PHYSICAL SHIP-TO NAME AND ADDRESS (NO PO BOXES)
 - PURCHASE ORDER NUMBER
 - VALID SIGNATURE OF AN AUTHORIZED PURCHASER
 - APPLE PART NUMBER AND/OR DESCRIPTION OF PRODUCT AND QUANTITY
 - TOTAL DOLLAR AMOUNT AUTHORIZED OR UNIT PRICE AND EXTENDED PRICE ON ALL LINE ITEMS
 - CONTACT INFORMATION: NAME, PHONE NUMBER AND EMAIL
- D. UNLESS THIS QUOTE SPECIFIES OTHERWISE, IT REMAINS IN EFFECT UNTIL Saturday, September 30, 2023 UNLESS APPLE WITHDRAWS IT BEFORE YOU PLACE AN ORDER, BY SENDING NOTICE OF ITS INTENTION TO WITHDRAW THE QUOTE TO YOUR ADDRESS SET OUT IN THE QUOTE.
 - APPLE MAY MODIFY OR CANCEL ANY PROVISION OF THIS QUOTE, OR CANCEL ANY ORDER YOU PLACE PURSUANT TO THIS QUOTE, IF IT CONTAINS A TYPOGRAPHIC OR OTHER ERROR.
- E. THE AMOUNT OF THE VOLUME PURCHASE PROGRAM (VPP) CREDIT SHOWN ON THIS QUOTE WILL ALWAYS BE AT UNIT LIST PRICE VALUE DURING REDEMPTION ON THE VPP STORE.
- F. UNLESS SPECIFIED ABOVE, APPLE'S STANDARD SHIPPING IS INCLUDED IN THE TOTAL PRICE.

Opportunity ID: 18000010196593
<https://ecommerce.apple.com>
Fax:

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APPLE CONFIDENTIAL

May 11, 2022

RE: Apple Sole Source Letter

Stonington Public Schools
Chris Williston, Director of Technology
40 Field Street
Pawcatuck, CT 06379

Dear Chris:

The purpose of this Apple Sole Source Letter is to inform you and your organization that Apple Inc. ("Apple") is the sole source provider of Apple Products for private and public K-12 education institutions in the United States with a few limited exceptions.

"Apple Products" refers to Services, CTO Products, hardware and software products manufactured, distributed, or licensed under an Apple-owned or licensed brand name that an Apple customer has paid to acquire or has properly licensed from Apple for its own use, but excluding any third-party software and all other third party products.

"Services" means collectively, the standard, price-listed services, support, and/or training products sold under the Apple brand name. "Configure-To-Order Products" or "CTO Products" means Products that Apple modifies from its standard configurations and that are available to an Apple customer only by special order.

The only source of Apple Products for private or public K-12 education institutions is Apple with a few limited exceptions. Only a handful of strategic resellers, such as AT&T, Sprint, T-Mobile, and Verizon, are authorized to sell Apple Products to private and public K-12 education institutions in the United States.

Apple will continue to have a direct sales and purchasing relationship with K-12 education institutions and, aside from a very small number of exceptions, will continue to be the sole source for all of the Apple Products sold to K-12 education institutions.

Apple may change or update this letter in its sole discretion.

Sincerely,

A handwritten signature in cursive script that reads "Vanessa Boenig".

Vanessa Boenig
Apple Inc.
U.S. Bids and Sales Contracts Management

TOWN OF STONINGTON

SALLY DUPLICE, TOWN CLERK
Telephone (860) 535-5060
Fax (860) 535-5062
E-Mail sduplice@stonington-ct.gov



TOWN HALL, 152 Elm Street
Stonington, Conn. 06378

September 14, 2023

Dear Commission Chairperson:

Attached please find a copy of the "2024 Regular Meeting Schedule" form.

Please return the "Regular Meeting Schedule" as soon as possible, but no later than the end of November, to ensure being able to hold regular meetings beginning in January 2024. Regular meetings cannot be held until the schedule is filed at least 30 days prior to your first regular meeting. Failure to do so will require you to hold Special Meetings until you have met the 30 day requirement. The meeting schedules can be signed by either the Chair or the Secretary. (If you are not the Chair of your commission, please forward to the current Chair).

Just a reminder that agendas, cancellation notices, draft and approved minutes are to be emailed to 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,

Sally Duplice
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