

December 6, 2017

A regular meeting of the Board of Finance was held on this date in the meeting room of the Stonington Police Department. Members present were Glenn Frishman, June Strunk, Tim O'Brien, Michael Fauerbach, Blunt White, Lynn Young and Danielle Chesebrough. Director of Finance Jim Sullivan, Director of Assessment Marsha Standish, and Town Engineer Scott Deledda were also present.

Mrs. Strunk called the meeting to order at 7 :15 pm.

Election of Officers

Mr. Frishman nominated Mrs. Strunk for the office of Chairwoman. Mr. O'Brien seconded, and voting was unanimous. Mrs. Strunk nominated Mr. Frishman for the office of Secretary, Mr. Fauerbach seconded, and voting was unanimous.

Comments from the Public- none

Previous Minutes

Mr. Frishman motioned to accept the November 1st minutes and Mr. Fauerbach seconded. Mr. O'Brien and Mr. White voted in favor, while Chairwoman Strunk, Ms. Chesebrough and Mrs. Young abstained. Passed, 4-3.

Old Business

Mr. Frishman motioned to add agenda item "Director of Finance report of Police Dept Retirement Contribution" to the agenda, Mr. O'Brien seconded, and voting was unanimous.

Director Sullivan spoke of the large credit in the fund (#473 MERF). He explained that when he composed the 16/17 budget, the state recommended contribution was not yet out, therefore, there was an estimated 5.2% increase. He was subsequently advised to use the previous year's rate. He mentioned that departing staff also contributed to this credit.

New Business

Additional Appropriation

- Mr. Deledda spoke regarding the additional appropriation of \$65,250 for the Stillman Avenue Bridge Project. He noted that Westerly, RI is sharing the cost of this project 50/50 and that the town council approved their share of the project funding at their last meeting. Mr. Frishman asked if there was any chance the State would reimburse for the project. Mr. Deledda said that they would not, as these are considered short term repairs. Mrs. Young asked how long the repairs would last, and Mr. Deledda said it is expected to last at least 10 years. Mr. White inquired if there was a risk of cost overruns. Mr. Deledda feels confident that there will not be as it is standard work for the contractors. Mr. Frishman motioned to approve, Mrs. Young seconded, and voting was unanimous.

Bid Waivers

- BOE IT Director Jason Jones requested a bid waiver to be allowed to purchase networking equipment from "Extreme Networking" off the State bid list. He stated that the new equipment would be for the DMS/WVSS upgrades. He said the equipment will give the ability to make interconnections between all control systems. The equipment also gives future upgrade ability for the existing buildings. Mr. Fauerbach asked what the difference was between "professional services" and "services" in the quote given. Mr. Jones stated that "professional services" are the costs of the engineer to configure the system, and "services" is the maintenance service and warranty that is added to the cost of the equipment. Mr. O'Brien asked who is responsible for cyber security. Mr. Jones stated that ultimately he is. Mr. Frishman made a motion to approve the waiver, Mr. O'Brien seconded, and voting was unanimous.
- Mr. Jones also requested a bid waiver to be allowed to purchase telephone equipment from Carousel Industries, which is the current phone vendor. Mr. Fauerbach noted that he looked at some of the pricing and had concerns. He stated that he looked online for the price of some of the products, as an average consumer, and that this quote is 3x the market rate for some items. He also noticed that there is a discount on the total cost. Mr. Jones stated that when buying from a vendor on the internet, they may not be licensed to sell the product or have a warranty. Mr. Jones assured the Board that he does research and gets the best price. Mr. Fauerbach noted that Carousel is not on the state bid list and this is the second time recently that there has been a request for a bid waiver for them. The Board discussed this and there was a consensus that there would be no further bid waivers without the competitive process. Mr. Jones stated that there is a comfort level and knowledge of our environment with this vendor. He said that other vendors have techs that come from longer distances, while with Carousel they come from Hartford and RI. This allows the Town to get support and/or new equipment in the same day. Chairwoman Strunk noted that equipment must be purchased by Jan 1 in order to receive it in time to begin installation while the walls are open. Mrs. Young made a motion to approve the waiver and Mr. Frishman seconded. Ms. Chesebrough, Chairwoman Strunk, Mr. White and Mr. O'Brien voted in favor, while Mr. Fauerbach opposed. Passed 6-1.

Approval 2018 Board of Finance Meeting Schedule

The Board set the 2018 meeting schedule, to remain the first Wednesday of the month at 7:15pm. The July meeting will be held on July 11, due to the holiday, and the January meeting will be a Special Meeting as it is less than 30 days away. Mrs. Young made a motion to approve the schedule, Mr. Frishman seconded, and voting was unanimous.

Chairwoman Strunk stated that there are now 3 Republicans, 3 Democrats and an Independent on the Board, and noted that Ms. Chesebrough is choosing to caucus with the Democrats.

Liaison Assignments

Chairwoman Strunk explained liaison assignments to the new members of the Board and proceeded to assign them.

- Glenn Frishman: Education, Police
- Blunt White: WPCA, CIP, Revenue
- Mike Fauerbach: General Govt, Solid Waste, Personnel
- Lynn Young: Highway (Public Works), Technology
- Tim O'Brien: Audit, Pension, Insurance, Boathouse Park
- Danielle Chesebrough: Non-Profits, Human Svcs, Emergency Svcs
- June Strunk: K-12 Construction

Budget Format

Mr. White shared some new ideas for the budget format. Discussion ensued. Chairwoman Strunk suggested discussing it more at the January meeting.

18/19 Budgeting Guidelines

The Board agreed to recommend a budget increase guideline of 3% or less for all town departments for the upcoming year. Factors considered in establishing this were the national inflation rate, growth of revenue for the town, and contractual obligations. It was noted that the inflation is up over 2% for the first time in 8 years.

Correspondence- none**Liaison Reports**

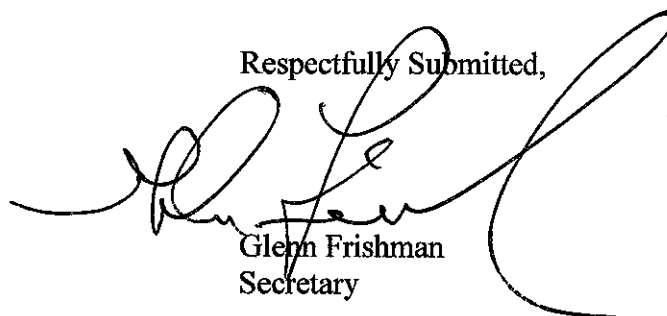
Mr. O'Brien reported that the pension fund did well this year and exceeded its target return. He also noted that Terry Stefanski, the BOE rep, did not run for re-election this year, leaving only three members on the Board at this time. He said that the BOE will assign someone new at their next meeting.

K-12 Liaison Reports

Chairwoman Strunk said that the schools should be completed in November of next year, but PCB remediation is needed in the existing schools. She stated that all known source materials will be removed. She noted that the interior walls will be removed and the columns will be encapsulated. She also said that there are no PCBs airborne.

With no further business to come before the Board, Mr. Frishman made a motion to adjourn, Mr. Fauerbach seconded, and voting was unanimous. The meeting was adjourned at 9:34pm.

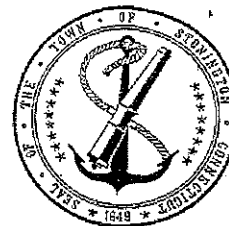
Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Glenn Frishman', is written over the typed name and title. The signature is fluid and cursive, with a large loop at the end.

Glenn Frishman
Secretary

TOWN OF STONINGTON

Public Works Department
152 Elm Street
Stonington, Connecticut 06378
(860) 535-5055 • Fax (860) 535-1023



TO: Board of Finance
FROM: Scot Deledda, P.E. – Town Engineer
CC: James Sullivan – Director of Finance
Barbara McKrell, P.E. – Director of Public Works

DATE: November 29, 2017
SUBJECT: **Request for Additional Funds – Temporary Structural Repairs - Stillman Ave Bridge**

COMMENTS:

Construction bids have been received for the temporary structural repairs required to the Stillman Ave Bridge. Aetna Bridge Company is the lowest qualified bidder for the project with a lump sum fee of \$188,000.00. A current MOU between Stonington and Westerly, RI defines a 50/50 cost sharing basis. Westerly recently approved their share of the project funding.

Furthermore, the Board of Selectmen authorized the First Selectman to award the contract to Aetna Bridge contingent on receiving adequate funding. In order to continue with the repairs, it is necessary for the BOF to allocate the balance of funds in the amount of \$65,250.00. A summary of the projects finances is further broken down as follows:

Total Project Costs to Date:

Design Costs = \$ 10,850.00

Construction ADMIN/Inspections = \$ 11,650.00

AETNA Bridge Co = \$ 173,000 (base price) + \$15,000 (lead abatement) = \$ 188,000.00

Total Estimated Project Cost = \$210,500.00

Stonington's Share @ 50% = 105,250.00

Current funding allocated = \$ 40,000.00

Balance Requested = \$ 65,250.00

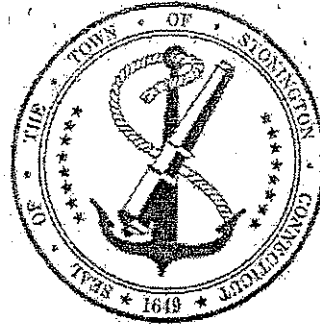
DEPARTMENT OF TECHNOLOGY

STONINGTON PUBLIC SCHOOLS

PO BOX 479


49 N STONINGTON RD

OLD MYSTIC, CT 06372



DATE: Tuesday, November 28, 2017

TO: Stonington Board of Finance

FROM: Jason M. Jones, Director of Technology 

SUBJECT: DAS Contract/Bid Waiver for Deans Mill & West Vine Street Schools

DAS Contract Purchase

We are requesting that the Stonington Board of Finance approve the use of CT DAS contract #93ITZ0022MA as a procurement vehicle for the purchase of the attached quotes (subject to change) by Extreme Networks. The project is funded through the school construction bond managed by the Stonington K12 Building Committee.

Carousel Industries Bid Waiver

We are requesting the Stonington Board of Finance waive bidding on the attached phone system upgrades for Deans Mill and West Vine Street Schools. As you may be aware, The Town, Police Department and all BOE facilities utilize Avaya phone systems supported by Carousel Industries. With existing renovations and new additions in both locations, we are able to reuse core phone system components but will need to purchase new phone handsets for each classroom and administration offices.

Carousel will also provide licensing, operating system, and configuration upgrades. I am requesting a bid waiver to single source the project with Carousel because of compatibility of the existing equipment that they installed and their intimate knowledge of the Town and BOE infrastructures. The details of all proposed costs (subject to change) are attached and being funded through the school construction project managed by the Stonington K12 Building Committee.