

**BOARD OF FINANCE  
REGULAR MEETING MINUTES  
APRIL 23, 2018**

**I. CALL TO ORDER**

The meeting was called to order at 7:00 p.m. in the Avon Town Hall by Chairman Thomas Harrison. Members present: Chairman Thomas Harrison, Vice Chairman/Secretary Cathy Durdan, Ken Birk, Dean Hamilton, Michael Oleyer, Katrina Marin, and Margaret Bratton. A quorum was present.

**II. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Ken Birk.

**III. COMMUNICATION FROM THE AUDIENCE**  
(Including Board of Education Liaison Report)

David Cavanaugh, liaison for the Board of Education (BOE), reported that the next BOE meeting is on April 24<sup>th</sup>.

**IV. MINUTES OF PRECEDING MEETING:**

**March 26, 2018 Regular Meeting**

Page 3, Sec. VI, 16<sup>th</sup> line in the 2<sup>nd</sup> paragraph, replace “camera” with “monitor.”

On a motion made by Ken Birk, seconded by Dean Hamilton, it was voted:

**RESOLVED:** That the Board of Finance approves the minutes of the March 26, 2018 Regular Meeting as amended.

Messrs: Harrison, Hamilton, Birk, Oleyer and Mmes: Bratton, Durdan, and Marin voted in favor.

**V. OLD BUSINESS**

**17/18-07      Review and Discussion: FY 18/19 Budget Process**

Mr. Harrison asked the Board to return any changes to their May 7<sup>th</sup> Annual Town & Budget Meeting presentation to the Clerk by Thursday, May 3<sup>rd</sup>.

**17/18-13      Approve Resolution: 828 West Avon Road Acquisitions/Buffer Zone Leaseback**

Mr. Robertson reported that Town Council closed the Public Hearing on April 5<sup>th</sup> and set the Town Meeting date for June 4<sup>th</sup>. He noted that payment would be done via private placement bond held by the sellers. In response to a question by Ms. Durdan, Mr. Robertson responded that we wanted both sellers on the lease as there is language about what happens if one or the other leaves.

On a motion made by Margaret Bratton, seconded by Cathy Durdan, it was voted:

**RESOLVED,** that the Board of Finance hereby approves the acquisition by the Town of Avon: (a) an approximately 38 acre parcel of land known as 828 West Avon Road in the Town of Avon, now or formerly owned by William J. Severni, and all improvements and appurtenances thereto, and (b) a utility easement over certain property known as 8310 Gillette Way, in the Town of Farmington, Connecticut, now or formerly owned by William J. Severni, abutting said 828 West Avon Road property, subject to the approval of appropriations sufficient therefor. As approved by the Avon Town Council at a meeting held April 5, 2018, an approximately 22 acre portion of said 828 West Avon Road property to be acquired by the Town shall be leased by the Town to Lenore L. Severni and William J. Severni to be used by and occupied by the lessees solely for purposes of agriculture and farming. The Town has agreed that it will continue the current use (farming/haying) of the portion of the 828 West Avon Road property not being leased to the Severnis for so long as the Severnis are leasing such approximately 22 acre portion of the property.

**FURTHER RESOLVED**, that the Board of Finance recommends that the Town of Avon: (a) appropriate \$1,600,000 for the payment in part of the costs related to the aforesaid acquisitions, including legal and other consultant fees, and other expenses related to the project or its financing; and (b) issue bonds or notes and temporary notes in an amount not to exceed \$1,600,000 to finance the appropriation. The anticipated aggregate cost of the acquisitions is \$2,070,000, the \$470,000 balance of such cost not funded from this appropriation contemplated to be funded from an appropriation for the project to be included in the Town's fiscal year 2018-19 capital budget.

Messrs: Harrison, Birk, Hamilton, Oleyer and Mmes: Bratton, Durdan, and Marin voted in favor.

## **VI. NEW BUSINESS**

### **17/18-21 Supplemental Appropriation: Two Police Vehicles (Fund 7), \$116,000**

Mr. Robertson reported that the Police Department requested five new vehicles in their FY 19 budget request; we were only able to fund one through capital outlay in the operating budget; there is a need for at least two more to replace the ones that are beyond worn with no value; takes about six months from order to delivery; and brings the Unassigned Fund Balance in Fund 7 to about \$81,000. In response to a question from Mr. Harrison, Chief Rinaldo responded that MHQ, a dealer in Middletown, sells outfitted police cars and in coordination with the Deputy Director of Public Works we put out a bid with the specs we want. Chief Rinaldo noted that the price is going to rise 1-2% in July. In response to a question from Mr. Oleyer, Chief Rinaldo responded that we are down two police cars now which the two new ones will replace. In response to a question from Mr. Oleyer, Chief Rinaldo responded that a prior public hearing a comment was made about cars sitting in the parking lot; those cars were older with over 150,000 and used for extra jobs; we had twenty-four fleet vehicles two years ago and now are at twenty-one vehicles. Mr. Oleyer clarified that twenty-one vehicles will include the new ones being purchased. Chief Rinaldo reported that SUVs today are high-speed pursuit rated and State regulations are restrictive; Avon very rarely gets into those types of pursuits. He noted that more medical supplies can fit in an SUV when seconds matter.

On a motion made by Dean Hamilton, seconded by Margaret Bratton, it was voted:

**RESOLVED:** That the Board of Finance hereby appropriates a sum not to exceed \$116,000 from Police Special Services Fund, Other Financing Sources, Unassigned Fund Balance Account #07-0390-43913 and transfer from Police Special Services Fund, Other Financing Uses, Interfund Transfer-Out Account #07-8700-58000 to Capital Projects Fund (Facil & Equip), Town-CIP Equipment, Vehicles Account #02-4844-53311 and Capital Projects Fund (Facil & Equip), Other Financing Sources, Interfund Operating Transfers In Account #02-0390-43918 in the amount of \$116,000, for the purpose of purchasing two new Interceptor vehicles and the in-vehicle set-up for both.

Messrs: Harrison, Birk, Hamilton, Oleyer and Mmes: Bratton, Durdan, and Marin voted in favor.

## **VII. TOWN MANAGER'S REPORT**

### **A. Monthly Financial Summary Report**

Details were included in the packet report dated period ended 3/31/18 prepared and reported by Margaret Colligan. Ms. Colligan reported that the Quarterly Financial Report has been posted on the Town's web site. Ms. Colligan noted the following items: collections are at 100%, building permit numbers continue to improve; conveyance tax is slightly behind due to lack of refinancing; Intergovernmental is exceeding 100% collected due to unbudgeted revenues; Charges for Services are running a little behind: Other Local Revenues are exceeding 100% due to one-time events and interest income. In response to a question from Mr. Harrison, Ms. Colligan responded that the Federal Reserve may increase rates two more times this calendar year. In response to a question from Mr. Harrison, Mr. Robertson responded that change in ownership with water companies will impact the Fisher Meadows Agreement with the choice of a lump sum payment or renegotiating the demand and commodity charge; we are reviewing the charge which is an increase in the rate that is paid to the Town for every gallon pulled out of the aquifer which goes into the Fisher Meadows Special Revenue Fund; they may also come in for a rate case at some point in the future. In response to a question from Mr. Birk, Ms. Heather Michaud responded that they will be discussing the expected, unexpended balance for the fiscal year at tomorrow's BOE meeting. In response to a question

from Ms. Durdan, Ms. Heather Michaud responded that the Open Choice Tuition Program is different from what Hartford Public Schools pays for special education related funds of which we have been paid; for Open Choice, the BOE will be submitting a supplemental appropriation for the State's payment received in full by the Town on March 9<sup>th</sup>.

B. Miscellaneous – No items discussed.

**VIII. OTHER BUSINESS** – No items discussed.

**IX. EXECUTIVE SESSION:** Pursuant to 1-200 6 (c) to Discuss Matters of Security Strategy

On a motion made by Ken Birk, seconded by Cathy Durdan, it was voted:

**RESOLVED:** That the Board of Finance go into Executive Session at 7:34 p.m.

Messrs: Harrison, Birk, Hamilton, Oleyer and Mmes: Bratton, Durdan, and Marin voted in favor.

Debra Chute-Chairperson, Board of Education; Dr. Bridget Heston Carnemolla-Superintendent of Schools; David Cavanaugh-Board of Education Liaison to Board of Finance; Myles Altimus-Director of Operations, Avon Public Schools; Mark Rinaldo-Chief of Police; Kelly Walsh-Lieutenant; Eric Lundell-Patrolman; Mark Vess-Patrolman; Brandon Robertson-Town Manager; Heather Michaud-Director of Fiscal Affairs; John O'Neill-Patrolman; Margaret Colligan-Director of Finance; and Clerk attended the session.

On a motion made by Ken Birk, seconded by Cathy Durdan, it was voted:

**RESOLVED:** That the Board of Finance come out of Executive Session at 8:51 p.m.

Messrs: Harrison, Birk, Hamilton, Oleyer and Mmes: Bratton, Durdan, and Marin voted in favor.

17/18-18 Possible Action on Item Discussed in Executive Session: Board of Education Request to Repurpose Funding from Avon Middle School Science Laboratory Renovations to Security Upgrades for Board of Education Facilities, \$667,412

On a motion made by Margaret Bratton, seconded by Cathy Durdan, it was voted:

**RESOLVED:** That the Board of Finance hereby amends the FY 17/18 budget by transferring from Capital Projects Fund (Facil & Equip), BOE CIP-Facilities, AMS & AHS Science Labs Arch. Design, Account #02-4859-53115 to Capital Projects Fund (Facil & Equip), BOE CIP-Facilities, BOE Security Upgrades, Account #02-4859-53114, the amount of \$667,412, for the purpose of security upgrades covering each of the six (6) Board of Education facilities.

Messrs: Harrison, Birk, Oleyer and Mmes: Bratton, Durdan, and Marin voted in favor. Mr. Hamilton abstained. Motion carries 6-0-1.

**X. ADJOURN**

On a motion made by Ken Birk, seconded by Margaret Bratton, it was voted:

**RESOLVED:** That the Board of Finance adjourn the meeting at 8:54 p.m.

Messrs: Harrison, Birk, Hamilton, Oleyer and Mmes: Bratton, Durdan, and Marin voted in favor.

Respectfully Submitted,  
Cathy Durdan, Vice Chair/Secretary

Attest: Jennifer Worsman, Clerk

All referenced material is available to the public in the Town Manager's Office.