

**BOARD OF FINANCE
REGULAR MEETING
MINUTES
APRIL 25, 2022**

I. CALL TO ORDER

The meeting was opened at 7:02 p.m. via GoToMeeting by Cathy Salchert, Chair, present: Cathy Salchert, Margaret Bratton, Ellen Retelle, Carl Gisnarian, Charles Harvell, Houston Putnam Lowry and Brian Loveless. A quorum was present.

II. COMMUNICATION FROM THE AUDIENCE - None

III. MINUTES OF PRECEDING MEETING:

March 28, 2022 Meeting, April 4, 2022 Public Hearing and April 6, 2022 Budget Workshop.

On a motion made by Ellen Retelle seconded by Margaret Bratton, it was voted:

RESOLVED: The Board of Finance approves the minutes of the March 28, 2022 Meeting, April 4, 2022 Public Hearing and April 6, 2022 Budget Workshop, with the following amendment (no corrections were emailed to the secretary):

21/22-32 Transfer of Appropriation: Dial-A-Ride Coach Bus, \$424

On a motion made by Margaret Bratton, seconded by Ellen Retelle it was voted:

RESOLVED: That the Board of Finance hereby amend the FY 21/22 budget by transferring appropriations in the amount of \$424.00 from the General Fund, Human Services, General Service, Account #01-4203-52185, to General Fund, Other Financing Uses, Interfund Transfer-out, Account #01-8700-58000, and transferring to Capital Projects Fund, Town CIP-Equip, Dial A Ride Van, Account #02-4837-53014 and Capital Projects fund, Other Financing Sources, Interfund Transfers In, Account #02-0390-43918 for the purpose of purchasing a new Dial A Ride Coach Bus through the CT DOT Section 5310 program.

Messrs: Lowry, Gisnarian, Harvell, Loveless and Mmes: Salchert, Bratton and Retelle voted in favor. Motion carried 7-0-0.

Messrs: Lowry, Gisnarian, Harvell, Loveless and Mmes: Salchert, Bratton and Retelle voted in favor Motion carried 7-0-0.

There was a discussion about whether the minutes should be verbatim or merely a summary of highlights. No conclusion was reached. There was a discussion about the Freedom of Information implications of modifying already published minutes.

IV. TOWN MANAGER'S REPORT

Details of the Monthly Financial Report Summary were included in the packet report dated period ended 3/31/22 prepared and reported by Tom DiStasio, which were discussed.

V. OLD BUSINESS

21/22-30 Supplemental Appropriation: Avon Police Department /2022 Justice Assistance Grant (JAG) Violent Crime Prevention Grant, \$20,000 to be used for license plate cameras. There was a discussion confirming the information stored “in the cloud” met national privacy and security standards.

On a motion made by Ellen Retelle seconded by Charles Harvell, it was voted:

RESOLVED: That the Board of Finance hereby amends the FY 21/22 Budget by increasing:

REVENUES

General Fund, Intergovernmental, JAG Grant, Account #01-0330-43420 in the amount of \$20,000.00 and increasing:

APPROPRIATIONS

General Fund, Patrol Services, Equip./Maint. Other, Account #01-2107-52209 in the amount of \$20,000.00, for the purchase of pole-mounted license plate readers.

Messrs: Lowry, Gisharian, Harvell, Loveless and Mmes: Salchert, Bratton and Retelle voted in favor. Motion carried 7-0-0.

21/22-09 Review and Discussion of Budget Presentation

Reminder Upcoming Budget Dates:

Annual Town Meeting on Budget: Monday, May 2 @ 7:00 PM Avon High School Auditorium

Budget Referendum: Wednesday, May 11, 2022, 6:00 AM to 8:00 PM Senior Center

21/22-21 American Rescue Plan

Town Council updates as of April 7, 2022: www.avonct.gov/arpa

21/22-23 Discuss and Possibly Appoint a Policy Sub-Committee of the Board of Finance. No action was taken.

VI. NEW BUSINESS

21/22-33 Appropriation from Capital & Nonrecurring Expenditure Fund (CNREF): Document Imaging Services for Assessor & Building Departments, \$38,456.

On a motion made by Ellen Retelle seconded by Houston Putnam Lowry, it was voted:

RESOLVED: That the Board of Finance hereby appropriates a sum not to exceed \$38,456.00 from Capital & Nonrecurring Expenditure Fund, Other Financing Sources, Unassigned Fund Balance, Account #03-0390-43913 to Capital & Nonrecurring Expenditure Fund, CNREF: Town, Document Imaging Services, Account #03-4930-53453, for file digitization in the Building and Assessing Departments.

Messrs: Lowry, Gisnarian, Harvell, Loveless and Mmes: Salchert, Bratton and Retelle voted in favor. Motion carried 7-0-0.

21/22-34 Supplemental Appropriation: West Avon Road Sidewalk Replacement Project, STEAP Grant, \$128,205.

On a motion made by Houston Putnam Lowry seconded by Ellen Retelle, it was voted:

RESOLVED: That the Board of Finance hereby amends the FY 21/22 Budget by increasing:

REVENUES

Capital Projects Fund (Facil & Equip), Intergovernmental, STEAP Grant, Account #02-0330-43404 in the amount of \$128,205.00 and increasing:

APPROPRIATIONS

Capital Projects Fund (Facil & Equip), Town CIP-Facilities, West Avon Road Sidewalk Replace (STEAP), Account #02-4829-53403 in the amount of \$128,205.00, for the West Avon Road sidewalk replacement project.

Messrs: Lowry, Gisnarian, Harvell, Loveless and Mmes: Salchert, Bratton and Retelle voted in favor. Motion carried 7-0-0.

21/22-35 Supplemental Appropriation: West Avon Road Sidewalk Replacement Project, Community Project Funding Program, \$424,000

On a motion made by Margaret Bratton seconded by Carl Gisnarian, it was voted:

RESOLVED: That the Board of Finance hereby amends the FY 21/22 Budget by increasing:

REVENUES

Capital Projects Fund (Facil & Equip), Intergovernmental, Community Project Funding, Account

#02-0330-43405 in the amount of \$424,000.00 and increasing:

APPROPRIATIONS

Capital Projects Fund (Facil & Equip), Town CIP-Facilities, West Avon Road Sidewalk Replace (CPF), Account #02-4829-53413 in the amount of \$424,000.00, for the West Avon Road sidewalk replacement project.

Messrs: Lowry, Gisnarian, Harvell, Loveless and Mmes: Salchert, Bratton and Retelle voted in favor. Motion carried 7-0-0.

21/22-36 Supplemental Appropriation: Land Protection Assistance Grant from Lower Farmington River & Salmon Brook Wild & Scenic Committee, \$3,000

On a motion made by Ellen Retelle seconded by Margaret Bratton, it was voted:

RESOLVED: That the Board of Finance hereby amends the FY 21/22 Budget by increasing:

REVENUES

General Fund, Intergovernmental, DEP / Farmington River Trail, Account #01-0330-43323 in the amount of \$3,000.00 and increasing:

APPROPRIATIONS

General Fund, Parks, Services – Other, Account #01-5201-52189, in the amount of \$3,000.00, for the purpose of funding the clearing of a section of trail in Fisher Farms.

Messrs: Lowry, Gisnarian, Harvell, Loveless and Mmes: Salchert, Bratton and Retelle voted in favor. Motion carried 7-0-0.

21/22-37 Supplemental Appropriation: Sycamore Hills Playscape (ARPA), \$60,000

On a motion made by Ellen Retelle seconded by Charles Harvell, it was voted:

RESOLVED: That the Board of Finance hereby amends the FY 21/22 Budget by increasing:

REVENUES

Capital Projects Fund (Facil & Equip), Intergovernmental, DEEP-Urban Act Grant, Account #02-0330-43331 in the amount of \$60,000.00 and increasing:

APPROPRIATIONS

Capital Projects Fund (Facil & Equip), Town CIP-Facilities, Sycamore Hills Playscape Replace, Account #02-4829-53456 in the amount of \$60,000.00, for the replacement of the existing playscape at Sycamore Hills Recreation Area.

Messrs: Lowry, Gisnarian, Harvell, Loveless and Mmes: Salchert, Bratton and Retelle voted in

favor. Motion carried 7-0-0.

21/22-38 Supplemental Appropriation: Natural Resources Inventory and Management Plan, \$10,000

On a motion made by Ellen Retelle seconded by Houston Putnam Lowry, it was voted:

RESOLVED: That the Board of Finance hereby amends the FY 21/22 Budget by increasing:

REVENUES

Forest Park Management Fund, Intergovernmental, Cooperative Forestry Assistance Grant, Account #04-0330-43410 in the amount of \$10,000.00 and increasing:

APPROPRIATIONS

Forest Park Management Fund, Parks, Natural Resource Management Plans, Account # 04-5201-53919, in the amount of \$10,000.00, for the purpose of conducting a Natural Resource Inventory and Management Plan.

Messrs: Lowry, Gisnarian, Harvell, Loveless and Mmes: Salchert, Bratton and Retelle voted in favor. Motion carried 7-0-0.

21/22-39 Supplemental Appropriation: LoCIP Funds, \$2,184

On a motion made by Charles Harvell seconded by Houston Putnam Lowry, it was voted:

RESOLVED: That the Board of Finance hereby amends the FY 21/22 Budget by increasing:

REVENUES

Local Capital Improvement Program Fund, Intergovernmental, Local C.I.P., Account # 11-0330-43365 in the amount of \$2,184.00 and increasing:

APPROPRIATIONS

Local Capital Improvement Program Fund, Town CIP-Facil./Road Overlay, Road Overlay, Account # 11-4831-53003 in the amount of \$2,184.00 for the purpose of recording the revenue and expenditure appropriations up to the level of actual State grant funding.

Messrs: Lowry, Gisnarian, Harvell, Loveless and Mmes: Salchert, Bratton and Retelle voted in favor. Motion carried 7-0-0.

VII. ADJOURN:

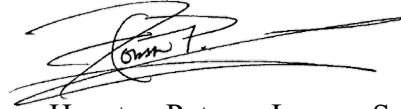
On a motion made by Ellen Retelle, seconded by Houston Putnam Lowry, it was voted:

RESOLVED: That the Board of Finance adjourn the meeting at 8:33 p.m.

Messrs: Lowry, Gisnarian, Harvell, Loveless and Mmes: Salchert, Bratton and Retelle voted in favor. Motion carried 7-0-0.

Minutes are official only after approval by the Board of Finance, usually at its next meeting.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "H. Putnam Lowry", with a stylized flourish extending to the right.

Houston Putnam Lowry, Secretary

Attest: Christine Pescatore, Clerk

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