

**BOARD OF FINANCE
REGULAR MEETING
MINUTES
September 19, 2022**

I. CALL TO ORDER

The meeting was opened at 7:00 p.m. via GoToMeeting by Cathy Salchert, Chair, present: Margaret Bratton, Carl Gisnarian, Charles Harvell, Brian Loveless, Houston Putnam Lowry, Ellen Retelle and Cathy Salchert. A quorum was present.

II. MINUTES OF PRECEDING MEETING

August 22, 2022, Meeting –

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

RESOLVED: That the Board of Finance approves the minutes of the August 22, 2022 meeting (including the attached policies) as drafted.

Bratton, Gisnarian, Harvell, Loveless, Lowry, Retelle and Salchert voted in favor.

Motion carried 7-0-0.

III. TOWN MANAGER’S REPORT/MISC.

On a suggestion made by Cathy Salchert without objection, agenda item C was moved to the top of agenda item III.

C. Town and Public Safety Communications Systems Replacement Project Update

Brandon Robertson and Police Chief Paul Melanson discussed the Town and Public Safety Communications Systems project.

Due to the challenging topography (three ridge lines that run north-south) in Avon the experts stated a three-tower system would be required, which requires two additional sites.

At the existing site on Huckleberry Hill, the Town has a lease agreement with SBA Communications Corporation. SBA is the process of applying with the Connecticut Siting Council for approval of the project. Currently, we do not have a definite timeline for the submission and processing of the application. Once we do, we can go forward with getting an updated price proposal, because pricing estimates expire after 90 days.

The second site will be located on Ridgewood Rd, which will need minor modifications.

The third site, which will cover the eastern area of town, the Town will become an extension of the State system by using the location of Troop H on Talcott Mountain.

For the schools, the Town is looking at a standalone system called the Digital and Mobile Radio System. There are several vendors that offer this service, so we are going to be preparing Requests for Proposals (RFPs) with detailed specifications and going out to bid.

A more technical background was discussed at the Town Council meeting on September 1, 2022.

A. Monthly Financial Report Summary

Updates to the Monthly Financial Report Summary, as of September 14, 2022, were included in the packet report period ended 6/30/22 (unaudited) prepared and reported by Tom DiStasio, which were discussed. It was noted that there is \$740,000 of special education tuition revenue that is not shown on the report, primarily because the Board of Education's August activity had not been added to the Town's financial ledger at the time of the report. These funds will be reflected in the year end report.

Details of the Monthly Financial Report Summary were included in the packet report dated period ended 8/31/22 prepared and reported by Tom DiStasio, which were discussed.

B. Auditor Contract

The contract with CliftonLarsonAllen (CLA) is set to expire at the end of this audit period. Tom DiStasio suggested the Town ask CLA for a cost proposal to extend our contract. This would not preclude us from issuing RFP should we choose to do so after reviewing their extension proposal.

IV. OLD BUSINESS

21/22-21 American Rescue Plan Act.

Town Council Updates as of August 9, 2022: www.avonct.gov/arpa

21/22-23 Discuss Policies as proposed for the Board of Finance

This item was concluded at the August 22, 2022, meeting.

21/22-48 Old Farms Road Phase 1 – North/South Section – State Project No. L004-0001

On a motion made by Houston Putnam Lowry, seconded by Margaret Bratton it was voted: **RESOLVED:** The Board of Finance hereby approves and recommends for adoption by the legal voters of the Town at a Special Town Meeting adjourned to a Referendum vote, that the resolution entitled "Resolution Appropriating \$5,459,458 of grand funding for the costs related to the relocation and reconstruction of a section of Old Farms Road in the Town of Avon", as stated herein.

Section 1. The sum of \$5,459,458 is appropriated for the relocation, construction, reconstruction of, and improvement to, Old Farms Road, located in the Town of Avon, Connecticut (the "Town"), by relocating the section of Old Farms Road from the intersection with Thompson Road, through the intersection of Old Farms and Scoville Roads, to a point on the existing Old Farms Road approximately (+/-) 1,700 feet north of the intersection of Old Farms and Scoville Roads, for the purpose of improving safety for vehicle, bicycle and pedestrian traffic; improving through traffic operations; providing a safe alternative to Routes 4 and 44 to reduce congestion and improve cross-town mobility; and providing other incidental environmental and safety improvements and enhancements, by undertaking certain improvements, including but not limited to: (i) entering into any agreements or covenants with Avon Old Farms School for the acquisition,

or temporary use, of all or portions of parcels, located at 355 Old Farms Road, 500 Old Farms Road, 575 Old Farms Road, 625 Old Farms Road and 28 Scoville Road, with the specifics of the acquisitions and temporary uses to be determined by mutual agreement of the Town and the Avon Old Farms School; (ii) the installation of intersection improvements at the intersection of Old Farms and Scoville Roads; (iii) the installation of intersection improvements at the intersection of Old Farms and Thompson Roads; (iv) the installation of a bikeway along Scoville and Old Farms Roads; (v) related remediation, pavement, curbs, drainage and catch basin or culvert replacements, milling and overlay, micropaving, chipsealing and cracksealing, and other improvements; and for (vi) construction related costs, which are inclusive of, but not limited to, inspection (collectively, the "Project"), said appropriation to be inclusive of any and all State, Federal and other grants-in-aid thereof.

Section 2. The Town Manager or his designee is hereby authorized, in the name and on behalf of the Town, to apply for and accept any and all Federal and State loans and/or other grants-in-aid of the Project and is further authorized to expend said funds in accordance with the terms hereof and in connection therewith, to contract in the name of the Town with engineers, contractors and others.

Section 3. The Town Manager is hereby authorized, in the name and on behalf of the Town, to enter into any other agreements, instruments, documents and certificates, for the consummation of the transactions contemplated by this resolution.

Section 4. The Town hereby authorizes the preparation, printing and dissemination of concise explanatory texts or other printed material with respect to the appropriation for the Project in accordance with Section 9-369b of the Connecticut General Statutes.

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

V. NEW BUSINESS

22/23-05 Discuss Meeting Format: In-Person/Hybrid vs. Virtual

The sense of the Board of Finance was to start holding in-person/hybrid meetings beginning with the October 2022 meeting.

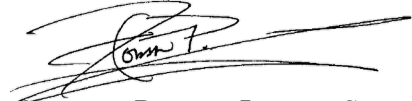
VI. ADJOURN

On a motion made by Ellen Retelle seconded by Carl Gisnarian it was voted:
RESOLVED: That the Board of Finance adjourn the meeting at 8:30 p.m.

Bratton, Gisnarian, Harvell, Loveless, Lowry, Retelle and Salchert 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 long horizontal 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.