



WESTPORT CONNECTICUT

BOARD OF FINANCE

DRAFT MINUTES OF EXECUTIVE SESSION

The Board of Finance held a Special Meeting on Wednesday, April 4, 2018 at 7:30 p.m. in the **Auditorium of Town Hall** for the following purpose:

Attendees: J. Hartwell, S. Gordon, L. Caney, J. Westphal, M. Rea (acting Chairman) and A. Moore (B. Stern was absent)

Upon a motion of J. Hartwell, seconded by A. Moore, approved unanimously (6-0-0), the Board voted to go into executive session at 7:35 p.m. to discuss the following two issues:

1. A Heart and Hypertension claim of Ken Lombardi.
2. A concession lease between Town of Westport and Joseph C. Romeo.

At 8:05 p.m., upon the motion of S. Gordon, seconded by J. Westphal, the Board voted to go out of executive session. The vote was approved unanimously (6-0-0).

DRAFT MINUTES OF BOF MEETING

The Board of Finance held its Public Meeting on Wednesday, April 4, 2018 at 8:05 p.m. in the **Auditorium of Town Hall** for the following purposes:

Attendees: J. Hartwell, S. Gordon, L. Caney, J. Westphal, M. Rea (acting Chairman), A. Moore and B. Stern (participated via video and text message)

Prior to discussing the items on the Agenda for the Meeting, upon a motion of S. Gordon, seconded by J. Hartwell, approved unanimously, with B. Stern abstaining (6-0-1), the Board voted to allow B. Stern to vote at the meeting via text messages that would be sent to L. Caney.

AGENDA

1. Approved the Board of Finance Minutes of the March 12, 2018 Regular Meeting. Motion to approve by A. Moore, seconded by J. Hartwell. Vote was unanimous (7-0-0).
2. Approved the Board of Finance Minutes of the March 13, 2018, and March 15, 2018, formal budget hearings. Motion to approve by S. Gordon, seconded by A. Moore. Vote was unanimous (7-0-0).
3. Financial Report from the Finance Director. (Discussion Only)
4. Status Update from the Audit Manager. (Discussion Only)

5. Board of Education Chairman Michael Gordon and Superintendent Colleen Palmer presented the Board of Education Budget for Fiscal Year 2018-19. (Discussion Only)
6. Consideration of any requests for restoration of sums removed from the Budget by the Board at its March 13, 2018, and March 15, 2018, Budget Hearings. No requests for restoration were made.
7. Recommended in accordance with Section C6-2 of the Town Charter and upon the request of the First Selectman, the sale of Town owned property located at 136 Riverside Avenue at the list price or greater. Motion to approve by S. Gordon, seconded by A. Moore. Vote was unanimous (7-0-0).
8. Discussion of the concession lease between the Town of Westport and Joseph C. Romeo Jr. for review and recommendation in accordance with Section C6-2 of the Westport Charter for Food and Beverage Concession and Lease Pavilion at Compo Beach. Withdrawn by First Selectman.
9. Approval of request by the Police Chief for an appropriation of \$17,092.00 from the Railroad Operating Account #29011942-591000 to Railroad Parking Facilities Improvement Account #21002219-572200 for mechanical repairs to the Saugatuck Railroad Elevators that have been identified in the annual inspection. Motion to approve by S. Gordon, seconded by J. Westphal. Vote was unanimous (7-0-0).
10. Approval of request by the Police Chief for an appropriation of \$19,586.00 from the Railroad Operating Account #29011942-591000 to Railroad Parking Facilities Improvement Account #21002219-572200 to repair the south end elevator and a sink hole near a drywell catch basin drain in the middle of the Saugatuck Railroad parking Lot 6. Motion by S. Gordon and seconded by A. Moore. Vote was unanimous (7-0-0).
11. Approval of the request of the Director of Parks and Recreation, for an appropriation of \$150,000.00 along with bond and note authorization to the Capital and Non-Recurring Account #31508810-500301 for the replacement of a decommissioned 2001 Ford F650 garbage truck with a new combination garbage and recycling truck. Motion by J. Westphal to approve and seconded by J. Hartwell. Vote was unanimous (7-0-0).
12. Approval of the request of the Director of Public Works, for an appropriation in the amount of \$50,000.00 from the Salary Account #10103320-511000 to the Highway Overtime Account #10103320-513002 for excess work on pending spring cleanup projects. Motion by S. Gordon to approve and seconded by A. Moore. Vote was unanimous (7-0-0).
13. Approval of the request of the Director of Public Works, for an appropriation of \$360,000.00 along with bond and note authorization to the Municipal Improvement Fund Account #30503310-500140 for the repair of a headwall and 3 culverts under Canal Road. The road over the culverts is eroding and requires repairs as soon as possible. Motion by S. Gordon to approve and seconded by A. Moore. Vote was unanimous (7-0-0).
14. Approval of the request of the Director of Public Works, for an appropriation of \$950,000.00 along with bond and note authorization to the Municipal Improvement Fund Account #30503310-500141 for the reconstruction of Elm Street roadway to include new sidewalks, street lighting, and the burial of overhead utilities. Motion by J. Westphal to approve and seconded by L. Caney. Vote was unanimous (7-0-0).

15. A request by the Director of Public Works, for an appropriation of \$250,000.00 along with bond and note authorization to the Municipal Improvement Fund Account #30503310-500142 for a complete replacement of the Town Hall Elevator. Motion by L. Caney to approve and seconded by A. Moore. The motion failed, the vote was two in favor (L. Caney and A. Moore) and five against (B. Stern, J. Hartwell, J. Westphal, S. Gordon and M. Rea) (2-5-0).
16. A request of the Director of Public Works, to approve an appropriation of \$200,000.00 along with bond and note authorization to the Municipal Improvement Fund Account #30503310-500143 for replacement of the 6 wooden columns at the front entrance of Town Hall. The request was withdrawn.

17. Board of Finance Action Plan Summary: (Discussion Only)

NO.	ACTION ITEMS	OWNER	TARGET DATE
1.	Reserves - General Fund - Track from 34.1M YE 2017 to current balance	G. Conrad	4/04/18
2.	Education Facilities Fund Tracking from Year End 2017 to current balance	E. Longo	4/04/18
3.	BOE Cafeteria Fund - Develop current status.	E. Longo	4/04/18

18. Upon a motion by L. Caney and seconded by S. Gordon, the Board voted to extend the meeting past 10:00 pm. Vote was unanimous (7-0-0).
19. Upon a motion by S. Gordon, seconded by A. Moore, the Board voted to adjourn the meeting. Vote was unanimous. Vote was (7-0-0).

Minutes submitted by acting secretary L. Caney