



WESTPORT CONNECTICUT BOARD OF FINANCE

MINUTES OF BOF PUBLIC MEETING

The Board of Finance held its Public Meeting on **Wednesday, September 5, 2018 at 7:30 p.m.** in the **Auditorium of Town Hall** for the following purposes:

Those in attendance: B. Stern, M. Rea, J. Westphal, S. Gordon

Absent: L. Caney, N. Dupier, A. Moore (joined meeting at 9:50 P.M.)

AGENDA

1. To approve the Board of Finance Minutes of the July 16, 2018 Special Meeting and the August 1, 2018 Regular Meeting. Motion to Approve July 16, 2018 meeting minutes- J. Westphal, second by B. Stern - Vote 4-0-0. Motion to approve August 1, 2018 minutes by J. Westphal, second B. Stern - vote 3-0-1 (S. Gordon Abstain)
2. Financial Report and end of Fiscal Year Update from the Finance Director. (Discussion Only)
No vote taken.
3. Status Update from the Audit Manager. (Discussion Only) No vote taken.
4. In accordance with C.G.S. Section 10-222a and upon the request of the Superintendent of Schools, approved an appropriation of \$139,207.15 to the 2017-2018 Budget, BOE Rentals & Reimbursements Expenditure Account. Motion to approve by J. Westphal, second by S. Gordon. Vote unanimous 4-0-0.
5. Upon the request of the Finance Director, approved the following requests for carryover amounts of \$50,000 or less:

<u>Department</u>	<u>Account Name</u>	<u>Amount</u>	<u>Purpose/Reason</u>
a. DPW	Transportation Allowance	\$6,000	Tree Warden Service Escalation
b. DPW	Stump Removal	\$400	Tree Warden Service Escalation
c. Historic Dist.	Fees & Services	\$5,000	Cert. Local Gov't Application
d. IT	Fees & Services	\$14,000	CMS-New Town Website
e. IT	Software	\$1,000	CMS-New Town Website
f. IT	Education & Expenses	\$9,000	CMS-New Town Website
g. Parks & Rec	Fees & Services	\$10,000	Sr. Center Expansion
h. Parks & Rec	Facility Maintenance	\$10,000	Delayed Spring Tree Work
i. Parks & Rec	Tree Replacement/Restore	\$8,900	Delayed Spring Tree Planting
j. Parks & Rec	Special Maintenance	\$7,000	Delayed Spring Maintenance
k. Parks & Rec	Supplies REC Crew	\$11,000	Purchase Camp Equipment
l. P&R Golf	Equipment/Maintenance	\$5,500	Golf Course Improvements
m. P&R Golf	Maintenance Supplies	\$7,400	Golf Course Improvements
n. P&R Golf	Other Material & Supplies	\$3,800	Golf Course Improvements
o. P&R Golf	Facility Improvements	\$39,800	Golf Facility Improvements
p. P&Z	Fees & Services	\$4,000	HDC Transcript Services
q. Registrar	Education & Expenses	\$6,000	Training
r. Town Clerk	MERS-Town Clerk Fee	\$2,659.08	Per State Statue CGS §7-34a(d)
s. WAAC	Arts Advisory Council	\$6,180	Otocast Application
t. WTD	Marketing	\$16,700	2018 Commuter Survey

6. Approved the request of the Finance Director, to close the Fiscal Year 2017-18 by processing the list of transfers (attached) and incorporating these in the appropriation subsidiary ledger. Motion to approve by M. Rea, Second by S. Gordon. Vote unanimous 4-0-0.
7. Upon the request of the Director of Parks and Recreation, approved an appropriation of \$85,000.00 along with bond and note authorization to the Municipal Improvement Fund Account 30508810-500149 for the design services to replace four (4) synthetic turf fields and the Staples running track. Motion to approve by J. Westphal, second by S. Gordon. Vote 3-1-0 (three for - Stern, Westphal, Gordon) One opposed (Rea).
8. Upon the request of the Director of Parks and Recreation, approved an appropriation of \$50,000.00 to the Capital and Non-Recurring Account #31508810-500152 to purchase a new Kubota tractor for use by the Parks Department. Motion to approve M. Rea, second by S. Gordon. Vote unanimous 4-0-0.

Andrea Moore attended the meeting at 9:50 P.M.

9. Upon the request of the Director of Parks and Recreation, to approve an appropriation of \$840,000.00 along with bond and note authorization to the Municipal Improvement Fund Account 30508810-500150 to replace the current porta-johns with permanent restrooms containing 3 ADA compliant restrooms and a storage room near Compo's South Beach. The Board of Finance unanimously consented to postpone said item to its next regular meeting. No Vote taken.
10. Upon the request of the Director of Parks and Recreation, approved an appropriation of \$270,000.00 along with bond and note authorization to the Municipal Improvement Fund Account 30508810-500151 to install a pedestrian walkway including picnic table pads along Compo's South Beach. Motion to approve by M. Rea, second by A. Moore. Vote was unanimous 5-0-0.
11. Upon the request of the Director of Public Works, approved the following request for transfers:

Account Name and Number	From:	To:
Transportation Allowance	10103370-528900	\$6,000
Stump Removal	10103370-532006	\$400
Extra Help and Overtime	10103370-513001	\$6,400

Motion to approve by M. Rea, second by B. Stern. Vote was unanimous 5-0-0.

12. Upon the request of the Director of Public Works, to approve an appropriation of \$876,000.00 along with bond and note authorization to the Municipal Improvement Fund Account #30503310-500148 for Heating and HVAC Upgrades within the Police Department facility. Motion to postpone action on this item made by M. Rea, second by S. Gordon. Vote four - For (Rea, Westphal, Moore, Gordon) One (Stern) opposed. Vote 4-1-0.
13. Upon the request of the Director of Public Works, approved an appropriation of \$325,000.00 along with bond and note authorization to the Municipal Improvement Fund Account #30503310-500129 for a complete replacement of the Town Hall Elevator. The Public Works Director requested the appropriation amount of \$275,000.00 be increased by \$50,000.00 to \$325,000.00 due to project compliance requirements. Motion to approve by M. Rea, second by A. Moore. Vote was unanimous 5-0-0.

14. Upon the request of the Director of Public Works, approved an appropriation of \$196,000.00 to the Sewer Reserve Fund Account #32003330-500313 for the replacement of one Bar Screen Rack and Skylight at the Westport Water Pollution Control Facility. Motion to approve by S. Gordon, second J. Westphal. Vote unanimous 5-0-0.
15. Upon the request of the Director of Public Works, approved an appropriation of \$305,000.00 along with bond and note authorization to the Municipal Improvement Fund Account #30503310-500146 for the replacement of the Westport Waste Transfer Station Compactor #1, along with associated controls and wiring. Motion to approve by S. Gordon, second by M. Rea. Vote unanimous 5-0-0.
16. Upon the request of the Director of Public Works, approved an appropriation of \$25,000.00 along with bond and note authorization to the Municipal Improvement Fund Account #30503310-500147 for the engineering, design and permitting of a replacement for the Burying Hill Beach Jetty. Motion to approve by A. Moore, second by B. Stern vote three (3) for (Stern, Westphal, Moore) two (2) opposed (Rea, Gordon).

At 11:15 P. M. Motion to adjourn by S. Gordon, second by Stern -Vote unanimous 5-0-0.