



**WESTPORT CONNECTICUT
BOARD OF FINANCE**

SPECIAL NOTICE ABOUT PROCEDURES FOR THIS ELECTRONIC MEETING:

Pursuant to the Governor's Executive Order No. 7B, there will not be a physical location for this meeting. This meeting will be held electronically and live streamed on westportct.gov and shown on Optimum Government Access Channel 79 and Frontier Channel 6020. Emails to BOF members can be sent to BOF@westportct.gov. Comments to be read during the public comment period may be emailed to BOFcomments@westportct.gov. We will use our best efforts to read public comments if they are received during the public comment period and if they state your full name and address. If you would like to give your comments by participating in real time in the meeting, please send an email by noon on September 2, 2020, to mmace@westportct.gov stating your name and address and the agenda item to which your comments will relate, and meeting participation details will be emailed to you to enable you to participate in real time in the meeting. Meeting materials will be available at westportct.gov along with the meeting notice posted on the Meeting List & Calendar page.

MINUTES OF THE BOF PUBLIC MEETING

The Board of Finance held its Public Meeting on **Wednesday, September 2, 2020 at 7:30 p.m. with remote participation** for the below purposes:

Board Attendees: Brian Stern, Andrea Moore, Nancie Dupier, Sheri Gordon, Jay DesMarteau, and Lee Caney. Jim Foster was absent.

AGENDA

1. Approved the Board of Finance Minutes of the August 12, 2020 and the August 19, 2020 Special Meetings. *Motion to Approve Jay DesMarteau, Second Nancie Dupier. Vote 6-0-0.*
2. Financial Report from the Finance Director. (Discussion Only) - *Gary Conrad presented.*
3. Coleytown Middle School Status Update from Sheri Gordon. (Discussion Only)
Sheri Gordon presented.
4. Status Update from the Audit Manager. (Discussion Only) - *Lynn Scully presented.*
5. Upon the request of the Finance Director, to close the Fiscal Year 2019-20 by processing the list of transfers (attached) and incorporating these in the appropriation subsidiary ledger.
Motion to Approve Brian Stern, Second Sheri Gordon, Vote 6-0-0.

6. Upon the request of the Superintendent of Schools, to approve an expenditure in the amount of \$150,000.00 from BOE Carryover Account for Protective Plexiglass Panels.
Motion to Approve Sheri Gordon, Second Jay DesMarteau. Vote 6-0-0.
7. Upon the request of the Superintendent of Schools, to approve an expenditure in the amount of \$1,182,500.00 from the BOE Carryover Account for FY2020-2021 COVID-19 related year-to-date actual and anticipated near-term expenses.
Motion to Approve Jay DesMarteau, Second Brian Stern. Vote 6-0-0.
8. Upon the request of the Director of Parks and Recreation, to approve an appropriation of \$310,000.00 along with bond and note authorization to the Municipal Improvement Fund Account 30508810-500316 to replace the field lights at the Greens Farms field.
Motion to Approve Andrea Moore, Second Nancie Dupier. Vote 6-0-0.
9. Upon the request of the Director of Public Works, to approve an appropriation of \$150,000.00 along with bond and note authorization to the Municipal Improvement Fund Account 30503310-500317 for Power Redundancy and IT Security Upgrades at Town Hall and Parks and Recreation.
Motion to Approve Andrea Moore, Second Sheri Gordon. Vote For 5 (Dupier, Caney, Gordon, Moore, DesMarteau)-Against 1 (Stern). Motion passes 5-1-0.
10. Upon the request of the Director of Public Works, to approve an appropriation of \$71,500.00 along with bond and note authorization to the Municipal Improvement Fund Account 30503310-500318 to design the replacement of underground fuel tanks, fuel system, and heating oil tanks at Parsell Public Works Center at 300 Sherwood Island Connector.
Motion to Approve Lee Caney, Second Sheri Gordon. Vote 6-0-0.
11. Upon the request of the Director of Public Works, to approve an appropriation of \$278,000.00 along with bond and note authorization to the Municipal Improvement Fund Account 30503310-500319 for the Replacement of Heavy Equipment and Specialized Vehicles:
 - a. Requesting \$178,000.00 for the replacement of Truck #38 - F550 Plow Truck and Vehicle #44 - Kubota Mini-Excavator that are used together for culvert cleaning and excavation.
 - b. Requesting \$60,000.00 for the replacement of half of the Parsell Public Works Center, truck bay doors and waste oil storage shed.
 - c. Requesting \$40,000.00 for the replacement of the 40-year-old, non-functional Transfer Station Doors.***Motion to Approve Sheri Gordon, Second Nancie Dupier. Vote 6-0-0.***

Motion to Adjourn - Sheri Gordon, Second Lee Caney. Vote 6-0-0.

Meeting Adjourned at 9:45pm.

Meeting notes respectfully submitted by Andrea Moore

It is the policy of the Town of Westport that all Town-sponsored public meetings and events are accessible to people with disabilities. If you need assistance in participating in a meeting or event due to a disability as defined under the Americans with Disabilities Act, please contact Westport's ADA Coordinator at 203-341-1043 or eflug@westportct.gov at least three (3) business days prior to the scheduled meeting or event to request an accommodation.