



## WESTPORT CONNECTICUT

## BOARD OF FINANCE

### MINUTES BOF REGULAR MEETING

The Board of Finance held its Public Hearing on **Wednesday, August 3, 2016**, at **8:00 p.m.** in the Auditorium of Town Hall for the following purposes:

Attending: B. Stern, J. Tooker, L. Caney, S. Gordon, M. Rea, J. Hartwell, C. Moore

### AGENDA

Announcements: Clarissa Moore Informed the Board of Finance that she would be resigning her seat on the Board at the end of this meeting as she has sold her house and will be moving to Sarasota, Florida.

1. Approved the Board of Finance Minutes of the July 6, 2016 Regular Meeting and approved the July 6, 2016 Special Meeting as amended. Motion to approve by L. Caney second by J. Tooker. Vote unanimous 7-0-0
2. Financial Report from the Finance Director. (Discussion Only) It was requested that Tax Assessor P. Fria present the Board with an analysis and status report of the recent reval at its September meeting.
3. Board of Education 4<sup>th</sup> quarter Financial Report from the Finance Director and Director of Business Operations. (Discussion Only)
4. Subject to the approval by the Board of Education on or before August 31, 2016, of the agreement reached between the Board of Education and the Board of Finance MOA dated August 31, 2015, the Board of Finance has approved a transfer of up to \$513,957.00 from unexpended 2015-2016 operating funds of the Board of Education to the "BOE Carryover Account" in the Capital and Non-Recurring Fund Account #31506650-500200. Motion to approve by S. Gordon second by B. Stern. Vote was unanimous 7-0-0
5. Status Update from the Audit Manager. (Discussion Only)
6. The Board of Finance recommends the sale of 0.14 acres of town owned property fronting 20 Woody Lane to the owner of 20 Woody Lane for the amount of \$50,000.00. Motion to recommend by M. Rea second by S. Gordon. Vote was unanimous 7-0-0
7. Upon the request of the First Selectman in accordance with Section C6-3 of the Town Charter, to recommend the Sublease between the Town of Westport and Donut Crazy, LLC for concession space and parking spaces at the eastbound side of the Saugatuck Railroad Station. Motion to recommend the sublease made by L. Caney second by C. Moore. Vote was unanimous - 7-0-0

8. Upon the request of the Fire Chief, approved an appropriation in the amount of \$12,000.00 from the Special Appropriation Account #10114999-588037 for the purpose of purchasing and installing security cameras at Westport's four fire stations. Motion to approve by M. Rea second by J. Hartwell. Vote was unanimous 7-0-0
9. Upon the request of the First Selectman, on behalf of the Wakeman Town Farm Committee, to approve an appropriation in the amount of \$325,000.00 along with bond and note authorization to the Municipal Improvement Fund Account #30508810-500125 to rehabilitate the Wakeman Town Farm and Sustainability Center (134 Cross Highway). The total cost to be \$992,000.00 of which \$667,000.00 was previously approved. No vote was taken. Board of Finance will reconvene in a workshop session on this topic.

Motion to extend meeting beyond 10:00 P.M. was made by M. Rea second by B. Stern. Vote was unanimous 7-0-0

Clarissa Moore excused herself and left meeting.

10. Upon the request of the Director of Parks and Recreation, approved an appropriation in the amount of \$18,700.00 to the Operating Capital Special Appropriation Account #10114999-588038 for a renovation, capital improvement and structural analysis study of The Inn at Longshore by Northeast Collaborative Architects. Motion to approve by S. Gordon second by J. Tooker. Vote was unanimous 6-0-0
11. Upon the request of the Director of Parks and Recreation, approved an appropriation in the amount of \$1,070,000.00 along with bond and note authorization to the Municipal Improvement Fund Account #30508810-500137 for the design, drawings, and construction implementation for the Bunker Improvements at Longshore Golf Course. Motion to approve by M. Rea second by B. Stern. Vote was unanimous 6-0-0
12. Upon the request of the Director of Public Works, approved an appropriation in the amount of \$170,125.00 along with bond and note authorization to the Municipal Improvement Fund Account #30503310-500136-13010 for the purpose of construction and an engineering inspection for an extension of the existing water main located at the intersection of Stoneboat Road and Quarter Mile Road. Motion to approve by M. Rea second by L. Caney. Vote was unanimous 6-0-0
13. Upon the request of the Director of Public Works, approved an appropriation in the amount of \$147,000.00 from the Municipal Improvement Fund Account #30503310-500138 for the purpose of up-front costs for application and design fees to obtain three grants that have been awarded through the Local Transportation Capital Improvement Program (LOTICIP). The project proposals are as follows: Riverside Avenue Roadway and Sidewalk Improvement \$44,500, Main Street Sidewalk Improvement \$48,500 and Compo Road Sidewalk Improvements \$54,000. Motion to approve by M. Rea second by J. Hartwell. Vote was unanimous 6-0-0.

Motion to adjourn at 11:00 P.M. made by L. Caney second by J. Tooker. Vote was unanimous 6-0-0

Note: The practice for upcoming BOF regular meetings will be to close the meetings at 10:00 PM. Motions to extend individual meetings can be heard.