

BOARD OF FINANCE
TOWN HALL ROSE ROOM
OCTOBER 21, 2019
MINUTES

Present: D. Onofrio, J. Adler, A. Maklari (arrived at 6:08 pm), J. Scully Welch (arrived at 6:20 pm), M. Yanus, K. Carr and O. NejdI

Absent: T. Hollinger

Also present: Sue Cunningham, Finance Director

D. Onofrio called the meeting to order at 6:00 pm. O. NejdI made a motion, seconded by J. Adler to seat K. Carr for T. Hollinger. The motion was unanimously approved. J. Adler made a motion, seconded by O. NejdI to seat M. Yanus for J. Scully Welch. The motion was unanimously approved. Everyone stood for the pledge of allegiance.

APPROVAL OF MINUTES –SEPTEMBER 16, 2019

O. NejdI made a motion, seconded by J. Adler to approve the minutes from September 16, 2019. The motion was unanimously approved with one abstention from K. Carr.

CORRESPONDENCE

The board did not receive any correspondences.

VISITOR AND PUBLIC COMMENTS

There was no public comment.

ACCEPT THE YOUTH SERVICES BUREAU ENHANCEMENT GRANT IN THE AMOUNT OF \$8,588

David Melillo, Director of Human Services, reported to the board that the town was awarded the Youth Services Bureau Enhancement Grant from the State of Connecticut for \$8,588 for FY2020. The only requirement is that the town spends \$8,588 on youth services. K. Carr made a motion, seconded by O. NejdI to accept the Youth Services Bureau Enhancement Grant for \$8,588 for FY2020. The motion was unanimously approved.

FINANCE DIRECTOR'S REPORT AND LINE ITEM TRANSFER REQUESTS

S. Cunningham reviewed the financial reports and provided an audit update. The agreement with RSM is up this year. Cunningham recommended extending their contract for another year. The town received \$16,928 in FEMA reimbursements for the Emergency Repairs to the Morgan School Bridge and \$183,000 in FEMA reimbursements from Hurricane Sandy. Departments have been asked to submit their capital budgets for FY20/21 and 10 year plan.

COMMITTEE/LIAISON REPORTS

Several board members provided updates on various boards/commission.

OLD BUSINESS/NEW BUSINESS

D. Onofrio read a statement from Diversified Technology Consultants on the Morgan School Bridge/Culvert Project. A copy of the update will be attached to the minutes.

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ADJOURN

K. Carr made a motion, seconded by J. Adler and unanimously adjourned the meeting at 6:30 PM.

Respectfully submitted,

Mary Schettino



TOWN OF CLINTON, CONNECTICUT

MEMO

Date: October 18, 2019

From: John Treichel
Diversified Technology Consultants (DTC)

Re: Morgan School Bridge/Culvert Update

Emergency repairs completed; change orders and semi-final payment to NER in process for \$55,863.80. Total expenditure to NER will be \$463k +/- . Balance (release of retainage) of \$23,107.34 will be released by year's end.

Culvert study authorized by the Town to GM2 completed and presented to the Town (FEMA, NRCS) on October 1st. Various alternatives were presented for culvert repairs; from minimal to full replacement new with added hydraulic capacity (passing the 100-year storm vs 10 year-storm as currently designed).

Town is awaiting DEEP meeting to determine what flow capacity will be allowed before proceeding further with additional work. Once DEEP has provided an acceptable design criteria for the culvert and FEMA concurs the Town will need to approve via Town mtg.

Embankments & Breach

The Water Company has completed the emergency breach closure at their expense. They are contemplating, along w/Schmack LLC, of potentially doing some additional work at its southeast corner.

NRCS federal funding has been secured and an extension has already been applied for and granted. The Town has hired the firm of GM2 to do a similar H&H study of the downstream embankments which was also completed and presented at the 1 October meeting. Various sloping and hardening of the banks have been identified. Unfortunately, CTDEEP was unable to attend the briefing who had previously expressed concerns over how to treat the embankment repairs. The Town is trying to schedule a pre-application mtg due to the tight schedule set by NRCS. The Town will proceed with authorizing GM2 to begin the preliminary engineering, survey and geo-tech now while continuing to press for said mtg.

It should be noted; NRCS understands the difficulty in meeting their schedule and indicated that extensions can be granted along with additional funds, if necessary.

YOUTH SERVICE BUREAU ENHANCEMENT GRANT PROGRAM

State Fiscal Year 2020

(July 1, 2019-June 30, 2020)

Budget Narrative – Expenses

Account Code/Name	Description	Line Item Total
300 Contractual Professional Services	\$1,000 professional stipend for Summer Partners co-leader. \$400 contractual fee nurse for Mother Daughter's Night Out x2 presentations = \$800. \$800 professional stipend for Enrichment Program co-lead.	\$2,600
500 Other Products and Services	\$588 for film rental and speaker fees for Parent Education. \$150 – gift cards for youth volunteer mentors for Summer Partners. \$750 for admission fees for Summer Partners. \$900 for bus transportation for 2 field trips (Summer Partners). \$1,800 to youth camps as scholarships for camp scholarship. \$300 for self-defense instructor.	\$3,883
600	\$505 for supplies and snacks for the Enhancement Program. \$600 for supplies and snacks for Summer Partners. \$1,000 for educational materials and supplies for Parent Education.	\$2,105
	Total	\$8,588

Account		Line Item
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DUE: August 23, 2019

FISCAL YEAR 2020

YOUTH SERVICE BUREAU BUDGET FORM

GRANT TITLE: YOUTH SERVICE BUREAU				
GRANT PERIOD: 07/01/19 - 06/30/20		AUTHORIZED AMOUNT:\$		
AUTHORIZED AMOUNT by SOURCE: CURRENT DUE:\$ LOCAL BALANCE:\$ CARRY-OVER DUE:\$				
CODES	DESCRIPTIONS	BUDGET AMOUNT	CASH MATCH	IN-KIND
111A	NON-INSTRUCTIONAL	0	8,588	0
200	PERSONAL SERVICES/EMPLOYEE BENEFITS	0	0	0
300	PURCHASES PROFESSIONAL/TECHNICAL SVCS	2,600	0	0
400	PURCHASED PROPERTY SERVICES	0	0	0
500	OTHER PURCHASED SERVICES	3,883	0	0
600	SUPPLIES	2,105	0	0
700	PROPERTY	0	0	0
800	DEBT SERVICE AND MISCELLANEOUS	0	0	0
	TOTAL	8,588	8,588	0

	ORIGINAL REQUEST DATE	
	CT DCF PROGRAM MANAGER AUTHORIZATION	
	REVISED REQUEST DATE	DATE OF APPROVAL

I certify that the budget provided herein represents the planned income and expenditures of the YSB Grant funds and local match of the above grantee for the grant period July 1, 2019 through June 30, 2020, in accordance with all applicable instructions and statutory requirements.

 Authorized Signature
 Christine Goupil, First
 Selectman

 Typed Signature

 Date
 9/26/19

 Date