

Town of Cromwell, CT  
Board of Finance  
Regular Meeting  
Thursday, July 27, 2017  
Town Hall Room 7:00 P.M. Room 224/225

**Minutes and Record of Vote**

Present: Vice Chairman Julius Neto, Joseph Corlis, Bob Milardo, Allan Spotts, Alternate Dan Kelly and Alternate Jon Dzurka

Not Present: Chairman John Henahan and Amanda Drew

Also Present: Town Manager Anthony Salvatore, Finance Director Marianne Sylvester and Chief Denise Lamontagne

**Called To Order** – Vice-Chairman Julius Neto called the Regular Meeting dated July 27, 2017 to order at 7:00 p.m.

**Pledge of Allegiance** – The Pledge of Allegiance was said by all.

**Seat Alternates** – A motion was made by Mr. Spotts and seconded by Mr. Corlis to seat Alternates Jon Dzurka and Dan Kelly. *All in Favor – Motion Passed*

**Approval of Agenda** – A motion was made by Mr. Spotts and seconded by Mr. Corlis to approve the agenda dated July 27, 2017. *All in Favor – Motion Passed*

**Approval of Minutes of Previous Meetings** –

**Regular Meeting June 23, 2017** – A motion was made by Mr. Spotts and seconded by Mr. Corlis to approve the minutes of the Regular Meeting dated June 23, 2017. *Abstained by Mr. Dzurka and 5 approved – Motion Passed*

**Citizens Report** – None

**Report of the Town Manager** – The Town Manager's reported that there was no new news from the State. Mr. Salvatore talked about some of the rumors he is hearing concerning that towns in good standings maybe impacted more than those towns that are not. Still waiting to hear how Cromwell will be affected but noted that he was glad that the decision to go ahead with setting the mill rate was made. Details on last year's budget and grant Finance Director Marianne Sylvester will supply information.

**Report of the Finance Director** – Finance Director Marianne Sylvester reported that the 2016-17 budget is still in the process of being closed. She is certain that the budget will end up with an operating surplus. Ms. Sylvester noted that the auditors will be on-site the week of 7/31/17 and then is scheduled to return on or about 9/17/2017 (date to be finalized at a later date).

The 2017-2018 Budget is starting out smooth but the uncertainty with the State Aid is still a concern. Discussions then took place in regards to how much can Cromwell potentially lose in State Aid and it was speculated to be \$1.5-2 million (which includes everything except pensions). It was also asked as to how much the surplus might be and it appears it may be approximately \$400,000 over budgeted in Revenue (Ms. Sylvester highlighted on specifics for the surplus). Mr. Neto praised the Finance Dept. on their hard work to keep the financials in order and how it is reported to the Finance Board. Town Manager gave additional input Ms. Sylvester's report. There was some discussion as to healthcare and how to save when it comes time to renew. It was noted that HSA has been established. It was noted that the Board of Ed took the lead on the insurances. Ms. Sylvester reported some good news. A payment of \$47,000 was received from Curma. This goes into the miscellaneous revenue. The payment was as a result to their successful year and shared it with their participants. A \$20,000 check was also received from the credit card system that was setup for the 2017-2018 fiscal period revenue that can be put towards the State Aid lose.

**Report of The Tax Collector** – In the absence of Tax Collector Doug Sienna Ms. Sylvester reported that the collections report included in the packet provided prior to the meeting. Refer to the Collections Report for specifics.

**Old Business** – None

**New Business** –

**1. Discussion and action to appropriate \$14,414 within the CNR Fund for the 2017 Bulletproof Vest Partnership grant (50% to be reimbursed to the Town).** A motion was made by Mr. Milardo and seconded by Mr. Spotts to approve the \$14,414 with the CNR Fund for the 2017 Bulletproof Vest Partnership grant in which 50% to be reimbursed to the Town. *All in favor – Motion Passed*

Chief Lamontagne reported on the details for the 2017 Bullet Proof Vest Partnership Grant. A memo with backup was included in the packet explaining the grant. This grant is one that has happened for many years. It is to replace those vests that are out of warranty and for any new officers.

**2. To consider and act upon a resolution making an appropriation, and authorizing borrowing to finance such appropriation to the extent not funded from grants, donations or other sources, for costs related to expansion of and renovations to Cromwell Belden Public Library, and recommending to the Town Meeting the approval of such appropriation, if approved by the Board; and related matters.** A motion was made by Mr. Spotts and seconded by Mr. Corlis to consider and act upon a resolution making an appropriation, and authorizing borrowing to finance such appropriation to the extent not funded from grants, donations or other sources, for costs related to expansion of and renovations to Cromwell Belden Public Library, and recommending to the Town Meeting the approval of such appropriation, if approved by the Board; and related matters. *Mr. Milardo declined and all others approved – Motion Passed*

Finance Director Marianne Sylvester reported more on this. Included in the packet provided prior to the meeting is a copy of the resolution for the expansion and renovations to Cromwell Belden Public Library to borrow funds that is not offset by a grant. The next step to put appropriation in place then to the Town Meeting by the Mayor and then go to the State for grant. The appropriation needs to be in place by Mid-March 2018. The State will take the authorization to their bonding and don't anticipate any problems. If for some reason the pieces don't fall into place, then the project will be stopped.

Lengthy discussion took place with regards to concerns due to the situation with the State budget and how Cromwell will be affected and it was noted that it was not good timing. The Town Manager stated that if they did not pursue this grant now, that there might not be another chance to get it. He stated that we should let the residents decide what they would like to do. Bids will not be obtained until the grant has been approved. Mr. Salvatore reiterated that nothing would be done until the grant is obtained. No grant to renovations. It was agreed to let the residents decide.

**Board of Education-Liaison Report** – Mr. Corlis reported that the Board of Ed met on July 11, 2017 at 5:30. Mr. Corlis missed the meeting due to not knowing of the time change of the meeting but did report there were no major changes in the Board of Ed budget according to Board of Ed Director Eve Spencer. He also noted that they are still closing out last year's budget. It was asked that Mr. Corlis find out if they finished last fiscal period with a surplus and he will report back in September.

**Chairman's Comments** – None

**Vice-Chairman's Comments** – None

**Good and Welfare** – It was noted and praised how beautiful the tennis court renovation came out and thanked the Board for approving the request.

**Adjournment** – A motion was made by Mr. Milardo and seconded by Mr. Corlis to adjourn meeting at 7:48 p.m. *All in Favor – Motion Passed*

Respectfully submitted,

Cynthia Hardacker

Cynthia Hardacker  
Recording Clerk

**BOARD OF FINANCE  
AGENDA ITEM  
July 27, 2017**

**Item \_\_ (Cromwell Belden Public Library Expansion and Renovations Project):** To consider and act upon a resolution making an appropriation, and authorizing borrowing to finance such appropriation to the extent not funded from grants, donations or other sources, for costs related to expansion of and renovations to Cromwell Belden Public Library, and recommending to the Town Meeting the approval of such appropriation, if approved by the Board; and related matters.

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RESOLUTION OF THE BOARD OF FINANCE  
OF THE TOWN OF CROMWELL  
(2017 Cromwell Belden Public Library Expansion and Renovations)  
July 27, 2017

RESOLUTION APPROPRIATING \$3,660,000 FOR COSTS RELATED TO EXPANSION OF  
AND RENOVATIONS TO CROMWELL BELDEN PUBLIC LIBRARY, AND  
AUTHORIZING THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO  
FINANCE THE APPROPRIATION

WHEREAS, The Town Council of the Town of Cromwell by resolution adopted at meeting held July 27, 2017, recommended an appropriation, to be funded from borrowings to the extent not funded from grants, donations or other sources, of \$3,660,000 for costs related to expansion of and renovations to Cromwell Belden Public Library;

NOW, THEREFORE, RESOLVED,

(a) That the Town of Cromwell appropriate THREE MILLION SIX HUNDRED SIXTY THOUSAND DOLLARS (\$3,660,000) for costs related to expansion of and renovations to Cromwell Belden Public Library located on the Cromwell Town Hall complex site at 39/41 West Street in Cromwell, contemplated to be implemented substantially in accordance with schematic designs entitled "Schematic Design Layout/Schematic Design Phase," dated June 16, 2017 and prepared by Silver/Petrucelli & Associates, and to include, but not be limited to, an approximately 4,395 square foot expansion to and approximately 14,045 square feet of renovation of the existing facility; and various costs of the financing thereof (estimated cost of approximately \$146,000). The Town Council shall be authorized, following consultation with the Town Manager, to determine from time-to-time the scope and particulars of, to delete in their entirety components of, and to reduce or modify the scope of the project; and the entire appropriation may be spent on the project as so reduced or modified. The Town anticipates receiving a State of Connecticut library grant in the estimated amount of \$1,000,000, a Middlesex County Foundation grant in the estimated amount of \$7,000, and donations in the estimated amount of \$41,438 with respect to the project, to be applied to defray in part the appropriation. The appropriation may be spent for design, construction, acquisition, installation, relocation, permitting and environmental costs, furnishings, fixtures, equipment, technology, materials, site improvements, architectural, engineering and other consultant fees, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project.

(b) That the Town issue bonds or notes in an amount not to exceed THREE MILLION SIX HUNDRED SIXTY THOUSAND DOLLARS (\$3,660,000) to finance the appropriation for the project. The amount of bonds or notes authorized shall be reduced by the amount of grants or donations received by the Town and not separately appropriated to pay additional project costs. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

(c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes and the receipt of grants for the project. The amount of the notes outstanding at any time shall not exceed THREE MILLION SIX HUNDRED SIXTY THOUSAND DOLLARS (\$3,660,000). The notes shall be issued pursuant to

Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes if the notes do not mature within the time permitted by said Section 7-378.

(d) That the Town Manager and the Director of Finance/Treasurer of the Town shall sign any bonds, notes or temporary notes by their manual or facsimile signatures. The Town Manager and the Director of Finance/Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds, notes or temporary notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds, notes or temporary notes; to designate a law firm as bond counsel to approve the legality of the bonds, notes or temporary notes; to provide for the keeping of a record of the bonds, notes or temporary notes; to designate a financial advisor to the Town in connection with the sale of the bonds, notes or temporary notes; to sell the bonds, notes or temporary notes at public or private sale; to deliver the bonds, notes or temporary notes; and to perform all other acts which are necessary or appropriate to issue the bonds, notes or temporary notes.

(e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that costs for the project may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager and the Director of Finance/Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds, notes or temporary notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

(f) That the Town Manager and the Director of Finance/Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds, notes or temporary notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds, notes or temporary notes.

(g) That the Town Manager, the Director of Finance/Treasurer, and other proper officers and officials of the Town are authorized to take all other action which is necessary or desirable to complete the project and to issue bonds, notes or temporary notes and obtain other funding to finance the aforesaid appropriation, including but not limited to applying for and accepting grants and donations that may be available for the project.

**FURTHER RESOLVED**, that the Board of Finance recommends to the Town Meeting of the Town of Cromwell the approval of the aforesaid appropriation for costs related to expansion of and renovations to Cromwell Belden Public Library, said appropriation to be effective immediately upon final adoption.

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