

**East Haven Board of Finance  
Regular Meeting Minutes  
August 21, 2019**

The East Haven Board of Finance held a Regular Meeting on Wednesday August 21, 2019 at 7:43 P.M. in the Mario Giaimo, Joseph Vitale Meeting Room on the lower level of East Haven Town Hall, 250 Main Street, East Haven, CT 06512.

1. **Roll Call**

Chairman Richard DePalma, Noreen Cough, Beth Purcell and Richard Esposito Jr. were present. Marc Conte Sr. and Ralph Vitale were absent. Director of Finance –Paul Rizza was present as well.

2. **Read and Approve Minutes from Meeting held on June 19, 2019**

The Minutes will be approved at the next meeting as they were not filed.

3. **Old Business**

None

4. **New Business**

None

5. **Public Comment**

None

6. **Animal Control**

Noreen Clough made a motion to waive the reading of account numbers. Beth Purcell Seconds, all in favor, motion carried.

To:	01-331-0190	Overtime	\$12,100.00
From:	01-331-0201	Electricity	\$2,100.00
	01-331-0203	Natural Gas	\$1,000.00
	01-331-0350	Professional Dev.	\$1,500.00
	01-331-0458	Safety Equipment	\$2,000.00
	01-331-0568	Food & Supplies	\$1,300.00
	01-331-0570	Building & Grounds	\$2,500.00
	01-331-0575	Clothing & Uniform	\$ 500.00
	01-331-0610	Advertising	\$ 600.00
	01-331-0686	Environ Disposal	<u>\$ 600.00</u>

**RECEIVED FOR FILING  
SEP 16 2019  
TOWN CLERK'S OFFICE  
EAST HAVEN, CONN.**  
*Stacy Gravano, CTC*  

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TOWN CLERK

\$12,100.00

Discussion: Owen Little stated that the call volume is part of what is happening town wide. Cruelties are up and there are only two of them working. Noreen Clough asked "during budget season there was discussion about someone's schedule going to allow for working partly on weekend, did that happen." Owen has not heard back yet if that is a go or not. They are still negotiating. Owen stated he just took 21 cats out of home and we will be back. That is a huge overload. We are 3/4 of way filled at animal shelter but a fund raiser is being held in North Haven.

Roll call, all in favor

7. **Sanitation**

To:	01-226-0888	Hazwaste Central	\$6,100.00
From:	01-223-0685	Eng. Survey	\$4,000.00
	01-223-0510	Photo Copy/printing	\$1,800.00
	01-223-0410	Office/lab equip.	<u>\$ 300.00</u>
			\$6,100.00

Noreen Clough made a motion to discuss Beth Purcell Seconds.

Discussion. Everything is old fiscal year. Hazwaste Central is part of the waste collection per Paul Rizza. It is hazardous. We have to separate it and take it out. It is the paint, oil etc. They bring it to long wharf. When budgeting it is an estimate. They charge the town back.

Roll call, all in favor, motion Carried.

8. **Fire Department**

To:	01-334-0202	Water Authority	\$14,282.00
From:	01-334-0430	Mech & Man.	\$3,000.00
		Op. Equip	
	01-334-0565	Motor Oil & Lubricants	\$1,050.00
	01-334-0681	Physicians & other	\$5,800.00
	01-334-0658	Equipment Maint.	\$2,500.00
	01-334-0660	Bldg Maint. Svcs.	\$1,932.00
			\$14,282.00

Noreen Clough made a motion to discuss Beth Purcell Seconds.

Discussion: Chief Macarelli stated this fee is for water maintenance. They don't set their fee until after our budget is set. It was not only East Haven. The Rates went up.

Roll call, all in favor, motion carried.

9. **An Ordinance making appropriations for various public improvements aggregating \$4,755,000.00 for the 2019-2020 capital budget and authorizing the issuance of \$4,755,000.00 Bonds of the town to meet said appropriations and pending the issuance thereof the making of temporary borrowings for such purpose. Refer to the Town Council.**

Noreen Clough made a motion for discussion. Rich DePalma seconds.

Paul Rizza stated several department heads are present and he will speak on behalf of other departments.

**Tax Department:** Computers are old and outdated and need to be replaced per Paul Rizza

**Registrar of Voter-** They are replacing the standup voting booths for each voting locations. They are approximately \$400.00 each.

**Assessor:** Mike Milici stated it is coming to the time where we have to start preparing for full evaluation for 2021. We have already taken out money in capital from last year. It will be done a bit differently. Before, we would go to each individual house. We will do this in two parts. One will be a data mailer with the information we currently have on record and sent to each property owner. Whoever doesn't respond, a second one will be sent and whoever does not respond then the company will be able to go to the properties. Secondly we will be using Eagle View. It will be overhead pictures of the houses and it will be matched to the sketches and if there is a deviation between the two we will go out and correct it. If you wanted to continue it on an annual basis they could do a flyover again. We will save money this way. It will be less human contact and we will save about \$10.00 a parcel. This is in conjunction with the reevaluation. We need all new monitors and servers as they are old

**Town Clerk :** Stacey Gravino stated we are doing a two part restoration. We are restoring the vitals indexes that are used by the genealogists. She has used the state grants and the project is almost done. She would like to clean this project up. We are replacing shelving in upper vault. The last two units in there are just single units and it does not store as much as you need it too. We have been taking the worst books and restoring and moving forward. 10 or 15 books left. The guts of books are put into plastic sleeves if necessary and those are put into binders. The only things that are discarded are outside binders. They are also scanned and stored on film. This will finish the vitals.

**Admin Management** Sal Brancati. These larger amounts are for rear of property on Tyler Street. The focus of this money for this year is to close the envelope of the building and in order to do that, roofs have to be done, windows need to be replaced, heat has to be put in the building, pointing has to be done. This way for the winter time it will be secure. Then we can work on the inside of building. Rich DePalma asked about the amount of windows. There are a lot of windows, and Winn's budget for the windows are over 5 Million dollars. Historical society made them replace the windows as if they were 1936. We are using the same look of the window so we not inconsistent. It will all look uniform. Roof replacements, HVAC, when secure we can work on inside of building.

We can do the auditorium, all the mechanicals in the pool area for the design for that. We plan on moving parks and rec department back, the historical society and the Teen Center. The doorways we will use part of the money so as to secure the exterior of the building. As well as the windows out of these funds. The balance of are for the plans for the architect and engineers. The other item on here is the \$100,000.00 matching state grant. This is phase 4 of public improvement, the west end of Main Street. This is the middle piece. We went down from Forbes Place down to Kimberly, now we will go from Kimberly as far as this money will take us. We have \$645,000.00 grant letter secured. The state requires us to put \$100,000.00 of our money to match it. We did this for the last phase. That really accounts for the business development money.

Business retention/expansion: We have moved over 25 companies in the last few years. In some cases we do surveys and soil testing. This gives us the flexibility to help a developer decide if this is the place they want to be. This has worked very well. The 50k is well spent money. We get it back 2 fold.

Rich DePalma asked about the pool. Honeywell will pay for the \$325,000.00 system. We can use that money for something else. We prioritize where we need to go. Capasso gave Sal said the estimate for the pointing of the windows and the actual cost of the window. The window cost 300k. This may change. Winn hired Capasso to do the painting and restoration in the front of the building. Capasso was on site, but if they are not, then price may go up. Everything has to go to bid. This is for the back of the building. Any funds not allocated the funds should go through the Board of Finance and then to Town Council.

**Engineering:** State mandates for storm water grant. We call them on an as needed basis and that comes out of other contractual services. We have done \$75,000.00 so far this year. They have to be done once a year.

**Recreation:** Louie Payne stated they have to replace the rubber floor because it is over 30 years old and it is 10 square foot. So it would replace the entire ice rink surface.

**Public Works:** Bob Parente spoke. We bring in our leaves and brush. The library roof has leaking and it is part of a bigger plan. We are applying to the state for money for roof. This \$70,000.00 is a band aid. We are up to about 16 roads this year. Approximately \$850,000.00 is for this project. The \$40,000.00 should take us through everything. We have 9 dump trucks on the road. All are ready to go except one which is being fixed. We are down 4 people and we need cdl's. The backhoe is one. Ralph Mauro destroyed years ago. We have a trade in for \$4,000.00 or 5,000.00. We lost 4 maintenance vans last year. There are a lot of miles on them.

**Police department:** If we ran patrol vehicles 24 hours a day we have 11 cars and SUVs. There are additional cars that are not really suitable for patrol that we use. We have 2 that are still at the body shop that we should be getting back any day. Most issues with the Dodge is that the parts are expensive. We need a headlight assembly and it should be in this vehicle. This money would put us in pretty good shape. Ford priced themselves out of the market they redid their Explorer this year, they do not do the Taurus, they don't make the police cars at least, they are recalling the Explorer so that leaves us with Chevy and Dodge. The state bids were due this week. I don't have exact pricing until October 1st. If I can recycle a radio it costs somewhere between 40 and 50 for one vehicle, the vehicle the emergency lights, the computer and we do recycle the radios but if we add radios you are looking at about \$4,500.00. SUVs cost more but some of the equipment is less. This is somewhere between 5 and 7 vehicles. Dodge Chargers or Chevy Tahoes are pretty much the only police ready vehicles. We have 4 explorers and the rest are Chargers. The emergency team equipment is the tactical team that needs additional equipment which is very expensive, vests, shields, etc. We did some a couple of years, We use a bullet proof vest partnership which is a federal grant which is a 50 % cost share for our patrol bullet proof vest, but there is a cap on it you can use it for an officer a 2nd vest if they are part of the tactical team or use it for a larger tactical vest and those are larger about several thousand. We are on the hook for that.

**Dispatch Center:** This is town wide. Rebuild of entire radio system and the police department will move to a digital system. Currently it is an analog system. This will have the ability to be encrypted for privileged communications for law enforcement. Fire Department is going to be simulcast system which will be digital analog which is a fire department operation thing but some of our communications need to be on it. We will be dispatched on digital but our fire ground communication will be analog. It will be more reliable for us. Part of that project was rebuilding the infrastructure at the police department, rebuilding the infrastructure at our 4 sites. The high school, the Police Department, the Fire Department and we are moving one site from the current place at Mariners Point to Station 4, Bradford Ave. It gives a little more access and control over it. There is also fiber optic there which allows us to do things little bit better. It will give us improved communications

especially in dead spots that we have had in the past. Last year was to correct our vulnerabilities this year is actually to improve. This ends the project.

**Fire Department.** Chief Macarelli requested a command vehicle, staff car and Knox system. Command vehicle will replace the pickup truck that is used by the battalion chief at headquarters, the one that is there is relatively new but the plan is that I have a bunch of other light vehicles in the fleet that need to be replaced. One is the truck that we use for plowing it has rot on it and is not safe to drive as a priority vehicle. It could be downgraded to be used for something else like public works. Chief Macarelli wants to replace that vehicle with the Tahoe that is what the Chief requested the \$75,000.00 for. That is the battalion chief's vehicle, the shift commander, I am also going to have that truck that is currently there now, licensed as a paramedic unit so that if one of our other units is down we have a spare to go into. The fire marshal car has a lot of miles and we need to replace it. It will be downgraded to a fire inspector's car which is only used occasionally on as needed basis. We also blew a motor in the training officer's car so Chief Lennon and Chief Macarelli went to the Chevy dealer that has a state contract so we may try to get to cars for the price of one. We may have to downsize to the type of vehicle that the Marshall was supposed to etc. We may get 2 smaller vehicles. Knox security is system we use for businesses it is a safe and we have a master key in the safe that is on every fire truck. If we go to a business they can buy themselves a safe that puts the keys to their business on the outside of the building. We request a tone to have that unlocked and because there is a tracking for and knows who is opening and closing. We need to replace all the boxes. Residents can do it to. That will give us one safe, a vault for every apparatus in town and a software package.

**Counseling-** Paul stated there was some capital money for the building and they did a lot of work, new rugs, paint and furniture. They need heating and cooling. This money would be used for that. Paul Rizza did get some help from Honeywell to get some tips to help.

**Education.** The chief custodian, Vinny Consiglio, and Paul had discussion and in reviewing the last 3 years of funds that were allocated in capital. There is about \$350,000.00 unspent capital money going back and if approved we will give back \$150,000.00 for paving sidewalks and Ferraro is finishing up at \$35,000.00. They did half and stopped. Tuttle's boiler will become part of the Honeywell project and Sal's group and will get done with bonding we already have done. Anything that had to do with a building, heating, air conditioning, boilers, windows, lighting we will have to see what gets done and to what extent with Honeywell. Honeywell will be done within a year. There should be some money left. Honeywell had come up with the \$6.5million number and we borrowed \$7.2 million. It will probably cost us \$150,000.00 when we go out and do any type of bonding for the cost of bonding and we also left some money for contingency, because if you are opening a wall, there may be a problem with what we find. Looking at what the Board of Education wants it seems that they want a vestibule at every school for \$50,000.00. Paul said that was to shut down the possibility of shooting through the door. They brought in a specialized phone that works as alarm that does other things and can communicate with everybody in the building including the high school so if there is a problem they also have individual pieces of equipment. They want one million for the football field. The Rich DePalma asked if facade was collapsing at the school. No answer was given. The sidewalk is finished. There wasn't anyone really watching capital the last 3 years.

Roll call, all in favor.

## 10. **Counseling**

Noreen Clough made a motion to add number 10, Counseling to the agenda, Beth Purcell seconds.

Noreen Clough made a motion to discuss, Beth Purcell seconds.

To: 01-444-0694 Other contractual services \$9,449.00

From: 01-444-0510 Printing	\$ 495.00
01-444-0615 Binding	\$ 381.00
01-444-0667 Part time Help	\$ 662.00
01-444-0689 Contingency	<u>\$ 7,911.00</u>
	\$9,449.00

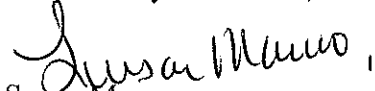
Discussion: There was a 2 page agreement between health care and the mayor to hire an additional clinician that start in January. The agreement was signed March 27, 2019, days before the end of the year but the individual worked six months. Paul doesn't know where it got stuck in the process. Usually our procedure is that anything that will be signed is the vender would sign first then got to mayor for signature. Paul has to assume that the June 27th got it to sign. I know it had been discussed, but when we got to end of year this popped up and there was some money available. The payment itself was about 16k they used a lot of their own excess money and we used 7911 was the only thing they didn't have to cover. I did check and the person did work and it was paid.

Roll call, All in favor, motion carried.

10. **Adjournment**

Beth Purcell makes a motion to adjourn at 8:48 P.M. Richard Esposito, Jr. seconds. All in favor, motion carried.

Respectfully Submitted,

  
Susan Mauro

Board of Finance Clerk