



**City of Bristol  
Board of Finance Meeting  
April 28, 2020**

A meeting of the Board of Finance was held on Tuesday, April 28, 2020 at 5:30 p.m. via WebEx. The following were in attendance: Chairperson John Smith, Mayor Ellen Zoppo-Sassu, Commissioners Ron Burns, Orlando Calfe, Jon Mace, Nicolas Jones, Mike LaMothe, Marie O'Brien and Cheryl Thibeault. Also present from the Comptroller's Office: Diane Waldron and Robin Manuele.

April 22, 2020

Ladies and Gentlemen:

The regular Board of Finance Meeting will be held on **Tuesday, April 28, 2020** at 5:30 p.m. in City Hall Council Chambers, 111 North Main Street, Bristol, Connecticut.

**Agenda**

1. Call to order
  - Pledge of Allegiance*
2. Public Participation
3. Consent Agenda
  - a. Approval of Minutes: Regular Meeting – March 24, 2020 and Special Meeting – April 7, 2020
  - b. Approval of Minutes: Budget Hearings – March 24, 2020 and March 26, 2020
  - c. Purchasing: Quarterly Update on the Local Bidding Preference- March 31, 2020
  - d. Building Department: Additional appropriation of \$46,203 within the Special Grants and Donations Fund
  - e. Economic and Community Development:
    1. To place on file the Economic and Community Development Incentive Updates
    2. Transfer of \$10,000 within the Community Development Block Grant Fund
  - f. Probate Court: Transfers totaling \$1,425 within the Probate Court operating budget
  - g. Water & Sewer: Transfer of \$20,000 within the Sewer Operating and Assessment Fund
  - h. Human Resources: Transfer of \$900 within the General Fund
  - i. Energy Commission: Additional appropriation of \$825 within the Energy Efficiency Fund
  - j. Fire Department: Transfers totaling \$19,500 within the Fire Department's operating budget
  - k. Public Works:

1. Transfers totaling \$20,000 within the Public Works operating budget
2. Transfers totaling \$68,000 within the Public Works operating budget
3. Transfers totaling \$65,936 within the Public Works operating budget
1. Building Department: Transfer of \$290 within the Equipment Building Sinking Fund
4. Committee Reports: Insurance Committee - March 25, 2020
5. Probate Court:
  - a. Additional Appropriation of \$3,175 within the Equipment Building Sinking Fund
  - b. Transfer of \$15,505 within the Equipment Building Sinking Fund
6. Library:
  - a. Transfer of \$17,500 from the General Fund Contingency account
  - b. Additional appropriation of \$17,500 within the Special Grants and Donations Fund
7. Human Resources: Transfer of \$50,000 from the General Fund Contingency Account
8. Tax Office: Transfer of \$950 from the General Fund Contingency Account
9. Board of Education: Budget Update
10. Liaison Reports
11. Chairman's Report
12. New Business:
13. Old Business:
14. Any other matter to come before said meeting
15. Adjournment

PER ORDER OF THE CHAIRPERSON  
John E. Smith

**1. Call to order**

Chairperson Smith called the meeting to order at 5:30 p.m.

**2. Public Participation**

**3. Consent Agenda**

- a. Approval of Minutes: Regular Meeting - March 24, 2020 and Special Meeting - April 7, 2020
- b. Approval of Minutes: Budget Hearings - March 24, 2020 and March 26, 2020
- c. Purchasing: Quarterly Update on the Local Bidding Preference- March 31, 2020
- d. Building Department: Additional appropriation of \$46,203 within the Special Grants and Donations Fund
- e. Economic and Community Development:
  1. To place on file the Economic and Community Development Incentive Updates
  2. Transfer of \$10,000 within the Community Development Block Grant Fund

- f. **Probate Court: Transfers totaling \$1,425 within the Probate Court operating budget**
- g. **Water & Sewer: Transfer of \$20,000 within the Sewer Operating and Assessment Fund**
- h. **Human Resources: Transfer of \$900 within the General Fund**
- i. **Energy Commission: Additional appropriation of \$825 within the Energy Efficiency Fund**
- j. **Fire Department: Transfers totaling \$19,500 within the Fire Department's operating budget**
- k. **Public Works:**
  - 1. **Transfers totaling \$20,000 within the Public Works operating budget**
  - 2. **Transfers totaling \$68,000 within the Public Works operating budget**
  - 3. **Transfers totaling \$65,936 within the Public Works operating budget**
- l. **Building Department: Transfer of \$290 within the Equipment Building Sinking Fund**

Commissioner O'Brien made a motion seconded by Commissioner LaMothe

"To approve the consent agenda and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Mayor Zoppo Sassu requested to remove Item 3j. from the Agenda.

Commissioner O'Brien amended the motion seconded by Commissioner LaMothe

"To remove item 3j. from the Agenda"

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

#### 4. Committee Reports: Insurance Committee – March 25, 2020

John stated the Insurance Committee met to discuss the Builders Risk Insurance for the Memorial Boulevard and it will be in place for May 1.

Commissioner Burns made a motion seconded by Commissioner O'Brien

"To accept the Insurance Committee report from March 25, 2020 and place on file."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

#### 5. Probate Court:

- a. **Additional Appropriation of \$3,175 within the Equipment Building Sinking Fund**

Commissioner Calfe made a motion seconded by Commissioner LaMothe  
"To make an additional appropriation of \$3,175 within the Equipment Building Sinking Fund for security improvements at the Probate Court funded by contributions from the Town of Plymouth and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

b. Transfer of \$15,505 within the Equipment Building Sinking Fund

Commissioner Jones made a motion seconded by Commissioner LaMothe  
"To transfer \$15,505 within the Equipment Building Sinking Fund for security improvements at the Probate Court and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

6. Library:

a. Transfer of \$17,500 from the General Fund Contingency account

Commissioner O'Brien made a motion seconded by Commissioner Burns  
"To transfer \$17,500 from the General Fund Contingency Account to Operating Transfers Out - Special Revenue and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

b. Additional appropriation of \$17,500 within the Special Grants and Donations Fund

Commissioner LaMothe made a motion seconded by Commissioner O'Brien  
"To make an additional appropriation of \$17,500 within the Special Grants and Donations Fund for the city match of the CT State Historic Preservation Grant and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

7. Human Resources: Transfer of \$50,000 from the General Fund Contingency Account

Commissioner Thibeault made a motion seconded by Commissioner O'Brien

"To transfer \$50,000 from the General Fund Contingency Account to the Claims -

In the coming weeks the BOE will begin to forecast their year-end balance, though due to the unprecedented climate and volatility caused by the Covid-19 virus, year-end projections may take some additional time.

March 12th was the last day for in school meal distribution. On March 16th, the Food Service Program shifted from in-school services to services across the community of Bristol to ensure food security to children during the closure of school. They have worked in partnership with the Bristol Burlington Health District. To date, 23,724 breakfasts and lunches totaling 47,448 meals have been served to children throughout the Bristol community. On March 25th, food service expanded to include distribution at Cambridge Park at Davis Drive, Coppermine Village Apartments at Shawn Drive, Huntington Woods at Blakeslee Street, Zbikowski Park Apartments at Lake Ave and the Rockwell Park Pavilion. Food distribution is currently 3 times per week, Monday, Wednesday and Friday for an hour at each location. There will be a phase 3 food distribution plan in the upcoming weeks.

There will be a "normal" cafeteria update at the next meeting, with an increase in hours worked by staff; and also additional reimbursement that reflects the various locations and quantities of meals distributed to the Bristol Community.

There were only five minor transfers for the month of March.

10. Liaison Reports

11. Chairman's Report

12. New Business:

Mayor Zoppo Sassu made a motion seconded by Commissioner Burns  
"To bring the DMV Parking Ticket Violation Agreement to the table"  
Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

Mayor Zoppo Sassu stated this is a coordinated effort to collect parking tickets with DMV.

Tom Conlin, Corporation Counsel, stated generally the state contracts demand indemnification and do not release them. The recommendation is to release the language as this process is beneficial to collecting outstanding revenue. Commissioner Calfe questioned how this interacted with the DMV, Mayor Zoppo Sassu stated this would prevent registration after five unpaid parking tickets. This is similar to what happens with car taxes. The City has been working on this for a while to collect the dormant revenue. Diane stated the Police Department is working on getting the software up and running.

Mayor Zoppo Sassu made a motion seconded by Commissioner Burns  
"To waive the indemnification contract language within the DMV Parking Ticket Violation Agreement with the State of Connecticut."

Deductible account and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance.”

Robin Manuele explained Trident performed an internal claims deductible audit and sent several invoices dating back to 2014, Human Resources did review each one individually, but the City owed \$41,215 and as a result additional funds are needed. Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

8. Tax Office: Transfer of \$950 from the General Fund Contingency Account

Commissioner LaMothe made a motion seconded by Commissioner O’Brien  
“To transfer \$950 from the General Fund Contingency Account to the Tax Office - Repairs and Maintenance account.”

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

9. Board of Education: Budget Update

Jill Browne gave the monthly Board of Education update, the three areas of the budget which currently exceed the budgeted amounts are: General Control, Transportation, and Special Education.

The supply line in General Control accounts for much of the overage has been for the purchase of paper throughout the District. An additional \$120,000 has been encumbered for transportation, though this is expected to change significantly based on what is owed to First Student through the end of the fiscal year is negotiated. Governor Lamont’s Executive Order No. 7R specifies that public school systems must continue to pay out on contracts in order for busing companies to keep their drivers employed and covered by their existing health insurance plans. The BOE has reached out to the transportation vendors referencing this executive order, and requested such documentation, as well as an updated invoice, and have begun to negotiate these amounts.

Special Education is currently over-budget by approximately \$679,000. While staff and professional services account for a small portion of the deficit, it is the cost of private outplaced tuitions that cause this area of the budget to be over-budget. This number may improve, slightly as final purchase orders are reconciled.

Year-to-date, the district has collected approximate \$2,066,103 in rental, tuition, Medicaid and Excess Cost Grant revenue. The CSDE just issued an updated estimate of excess cost revenue; at this time, it is estimated at an additional \$1.506 million. According to the CSDE website, Bristol qualifies for \$4.59 million in funding but will receive approximately \$3.23 million – just over 70% due to capped entitlement.

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

13. Old Business:

14. Any other matter to come before said meeting

15. Adjournment

Commissioner Burns made a motion seconded by Commissioner O'Brien

"To adjourn at 6:07 p.m."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

Attest:



Diane M. Waldron  
Board of Finance Clerk



**City of Bristol  
Board of Finance Meeting  
April 28, 2020**

A regular meeting of the Board of Finance was held on Tuesday, April 28, 2020 immediately following the regular Board of Finance scheduled at 5:30 p.m. via WebEx. The following were in attendance: Chairperson John Smith, Mayor Ellen Zoppo-Sassu, Commissioners Ron Burns, Orlando Calfe, Jon Mace, Nicolas Jones, Mike LaMothe, Marie O'Brien and Cheryl Thibeault. Also present from the Comptroller's Office: Diane Waldron and Robin Manuele.

**April 24, 2020**

**Ladies and Gentlemen:**

A regular Board of Finance Meeting will be held on Tuesday, April 28, 2020 immediately following the regular Board of Finance scheduled for 5:30 p.m. in City Hall Council Chambers, 111 North Main Street, Bristol, Connecticut.

**Agenda**

1. Call to order.
2. Public Participation
3. Discussion regarding the 2020-2021 General Fund budget.
4. Discussion of the Senior Tax Relief Program and take any action as necessary.
5. To adopt a single installment tax payment for motor vehicles in the 2020-2021 fiscal year payable July 1, 2020.
6. To adopt a single installment tax payment for property tax due in an amount of \$100 or less payable July 1, 2020 and two installments based on a property tax due in an amount greater than \$100 payable on July 1, 2020 and January 1, 2021.
7. To adopt the budget estimate for the Bristol Water Department Enterprise Fund for fiscal year 2020-2021.
8. To adopt the budget estimate for the Solid Waste Disposal Fund for fiscal year 2020-2021.
9. To adopt the budget estimate for the Sewer Operating and Assessment Fund for fiscal year 2020-2021.
10. To adopt the budget estimate for the Transfer Station Fund for fiscal year 2020-2021.
11. To adopt the budget estimate for the Community Development Block Grant, appropriate the City's share and the Reprogrammed Funds of the Community Development Operating Budget for fiscal 2020-2021.
12. To adopt the budget estimate for the Pine Lake Challenge Course Fund for fiscal year 2020-2021.
13. To adopt the budget estimate for the Internal Service Fund which includes the Self Insured Workers' Compensation Fund and the Health Benefits Fund for fiscal year 2020-2021.

14. To adopt the budget estimate for the School Lunch Program for fiscal year 2020-2021.
15. To adopt the 2020-2021 Capital Budget.
16. To adopt the General Fund Estimated Operating Budget for fiscal year 2020-2021.
17. Adjournment.

**PER ORDER OF THE CHAIRPERSON**  
**John Smith**

**1. Call to order**

Chairperson Smith called the meeting to order at 6:00 p.m.

**2. Pledge of Allegiance**

**3. Discussion regarding the 2020-2021 General Fund budget.**

John stated the Comptroller's Office and Mayor's Office have been working diligently over the past week to reduce the mill rate. Mayor Zoppo Sassu stated a small working group met, including Councilmembers and professional staff to look at the Board of Finance recommendations from last week. The Mayor sent out an email last Friday and is attached to these minutes answering some of the questions posed by the Board of Finance. A recommendation has been made to participate in the Governor's Executive Order that allows deferment of taxes, which the City will extend the due date for all residents not just those impacted by COVID. All revenues have been reviewed, such as the execution of the parking ticket contract with DMV and increasing that revenue. Department Heads were spoken to regarding their Capital Outlay. The Assessor was consulted regarding the Senior Tax Relief program for a phased in program. The professional unions were contacted, along with Police and Fire, and they were all willing to have conversations however it's only been a week. Both Police and Fire have recently concluded contract negotiations, and there are municipal prohibitive practices that would not allow for these contracts to be opened back up immediately. Also, there are exempt employees within City Hall that fall under FLSA that cannot furlough for a day, it would have to be a week. There is a potential for an early retirement incentive as well. This is a two part puzzle, for this year and challenges for July 1, 2021 as well.

John asked Dr. Carbone to comment as the Board of Education has been working cooperatively as well with the City throughout the budget process. The BOE is working to look for savings within the budget, or purchase items for the fall.

Diane reviewed the 2020-2021 budget, recapping the April 21 Budget Workshop. At that point, the budget was at a 2.87% increase or \$206,374,090 with the mill rate increasing .90 mills to 38.95 mills or a 2.37% tax increase. It is estimated the Police Department will collect more in parking tickets due to the new agreement with DMV, so revenues have been increased by \$27,000. It is also proposed to use \$1,000,000 of unassigned Fund Balance for a total proposed revenues of \$54,346,650. These funds were committed for Economic Development however there is approximately \$800,000 available in the Economic Development Fund at this time.

On the expenditure side, PW Fleet was decrease by \$282,000 to eliminate the box truck and fund the back hoe out of the Sinking Fund. Operating Transfer Out – Capital Projects has a proposed reduction of \$125,000 to fund revaluation in a subsequent year pending the results of the RFP in spring 2021. The proposed additional reduction to the Board of Education budget is \$358,090. The Capital Outlay funded from the Sinking Fund was increased, however the Police CID Vehicle and Fire Pick Up truck was eliminated, and the Public Works Backhoe was added. The proposed budget is \$205,608,100, a 2.49% increase overall with a mill rate increase of 0.45 mills or a 1.18% tax increase.

The Senior Tax Relief is proposed to be funded as a phase in, which would provide a credit of \$125 to those seniors in the \$0-\$50,000 income limit. The estimated cost is \$125,000 funded through the mill rate stabilization reserve set aside, no mill rate impact.

Discussion was held if the Board of Finance needed more time to discuss the budget, or if they could approve the budget tonight. Commissioners expressed their concerns with what was presented tonight.

Commissioner Thibeault stated there has been some movement, however she feels this is not a wise decision to use the \$1,000,000 as expenses have not been reduced and will grow next year, and this is just kicking the can down the road. Commissioner Burns questioned if there was any indication of what state aid will be, Mayor Zoppo Sassu stated all indication is that state aid will remain the same. Ron stated he is concerned as the state is bringing in less revenues.

Ellen stated contractually changes can't be made in seven days, some changes may be appropriate for next July 1, vacancies are being analyzed, early retirements are being looked at, existing language exists to put new employees in the high deductible health plan and at a lower pension multiplier. This is not the time to pit the tax paying public against the employees to accomplish an agenda to target City employees, and that's not a discussion the Mayor is willing to have.

Mayor Zoppo Sassu stated another \$1.7 million is needed to get to a zero increase, and if the \$1 million is not used \$2.7 million is needed, suggestions are needed to be brought forward to come up with the \$2.7 million, and where to find it. The Mayor is impressed with the work that has been done, and the 1.18% increase.

#### **4. Discussion of the Senior Tax Relief Program and take any action as necessary.**

Diane explained the recommendation is to move forward with a tax credit of \$125 for income level of \$0-\$50,000. The taxpayer would be for Bristol residents of real property.

Mayor Zoppo Sassu made a motion seconded by Commissioner LaMothe

“To recommend to the City Council a phased-in Senior and Disabled Property Tax Relief Program as recommended by a report of the Senior Property Tax Relief Committee dated April 22, 2019 and accepted and placed on file by the City Council on May 14, 2019, with the following modifications:

Income Limit	Credit
\$0 - \$50,000	\$125

The other credits for higher income limits in the Report are not recommended.”

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

- 5. To adopt a single installment tax payment for motor vehicles in the 2020-2021 fiscal year payable July 1, 2020.**

Commissioner O’Brien made a motion seconded by Commissioner LaMothe

“In accordance with the provision of Section 12-144a of the Connecticut General Statutes, 1965 revision, the City adopts a single installment tax payment for motor vehicles in the 2020-2021 fiscal year to be payable July 1, 2020 and recommend approval of this action to a Joint Meeting of the City Council and Board of Finance subject to the call of the Mayor on or before June 4, 2020.”

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

- 6. To adopt a single installment tax payment for property tax due in an amount of \$100 or less payable July 1, 2020 and two installments based on a property tax due in an amount greater than \$100 payable on July 1, 2020 and January 1, 2021.**

Commissioner Calfe made a motion seconded by Commissioner LaMothe

“To adopt a single installment tax payment for property tax due in an amount of \$100 or less payable July 1, 2020 and two installments based on a property tax due in an amount greater than \$100 payable on July 1, 2020 and January 1, 2021 and recommend approval of this action to a Joint Meeting of the City Council and Board of Finance subject to the call of the Mayor on or before June 4, 2020.”

Commissioner Thibeault noted she would like to see the payments deferred to four payments for the taxpayer. Mayor Zoppo Sassu stated they checked with the Tax Collector for the costs incurred with this, and she feels the City has a strong collection record and the Mayor will rely on the expertise of the Tax Collector here.

Following a voice vote, the Chairperson declared the motion carried. Commissioner Thibeault

opposed.

**7. To adopt the budget estimate for the Bristol Water Department Enterprise Fund for fiscal year 2020-2021.**

Commissioner O'Brien made a motion seconded by Commissioner LaMothe  
"To adopt the budget estimate for the Bristol Water Department totaling \$8,742,051 and recommend approval of this action to a Joint Meeting of the City Council and Board of Finance subject to the call of the Mayor on or before June 4, 2020."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

**8. To adopt the budget estimate for the Solid Waste Disposal Fund for fiscal year 2020-2021.**

Commissioner LaMothe made a motion seconded by Commissioner O'Brien  
"To adopt the budget estimate for the Solid Waste Disposal Fund for fiscal year 2020-2021 totaling \$1,500,000 and recommend approval of this action to a Joint Meeting of the City Council and Board of Finance subject to the call of the Mayor on or before June 4, 2020."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

**9. To adopt the budget estimate for the Sewer Operating and Assessment Fund for fiscal year 2020-2021.**

Commissioner Burns made a motion seconded by Commissioner Thibeault  
"To adopt the budget estimate for the Sewer Operating and Assessment Fund for fiscal year 2020-2021 totaling \$7,278,000 and recommend approval of this action to a Joint Meeting of the City Council and Board of Finance subject to the call of the Mayor on or before June 4, 2020."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

**10. To adopt the budget estimate for the Transfer Station Fund for fiscal year 2020-2021.**

Mayor Zoppo Sassu made a motion seconded by Commissioner LaMothe  
"To adopt the budget estimate for the Transfer Station Fund for fiscal year 2020-2021 totaling \$747,545 and recommend approval of this action to a Joint Meeting of the City Council and Board of Finance subject to the call of the Mayor on or before June 4, 2020."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

**11. To adopt the budget estimate for the Community Development Block Grant, appropriate the City's share and the Reprogrammed Funds of the Community Development Operating Budget for fiscal 2020-2021.**

Commissioner O'Brien made a motion seconded by Commissioner Burns  
"To adopt the budget estimate for the Community Development Block Grant Fund for fiscal year 2020-2021 totaling \$1,176,699 consisting of \$686,779 in Entitlement funds, \$41,000 in reprogrammed CDBG funds, \$431,010 transferred from the General Fund, and \$17,910 in Program Income and recommend approval of this action to a Joint Meeting of the City Council and Board of Finance subject to the call of the Mayor on or before June 4, 2020."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

**12. To adopt the budget estimate for the Pine Lake Challenge Course Fund for fiscal year 2020-2021.**

Commissioner Calfe made a motion seconded by Commissioner Thibeault  
"To adopt the budget estimate for the Pine Lake Challenge Course Fund for fiscal year 2020-2021 totaling \$115,000 and recommend approval of this action to a Joint Meeting of the City Council and Board of Finance subject to the call of the Mayor on or before June 4, 2020."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

**13. To adopt the budget estimate for the Internal Service Fund which includes the Self Insured Workers' Compensation Fund and the Health Benefits Fund for fiscal year 2020-2021.**

Commissioner Burns made a motion seconded by Commissioner Calfe  
"To adopt the budget estimate for the Internal Service Fund for fiscal year 2020-2021 totaling \$44,135,680; \$3,780,000 for the New Self-Insured Workers' Compensation Fund and \$40,355,680 for the Health Benefits Fund and recommend approval of this action to a Joint Meeting of the City Council and Board of Finance subject to the call of the Mayor on or before June 4, 2020."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

**14. To adopt the budget estimate for the School Lunch Program for fiscal year 2020-2021.**

Commissioner Jones made a motion seconded by Commissioner O'Brien  
"To adopt the budget estimate for the School Lunch Program for fiscal year 2020-2021 totaling \$3,483,165 and recommend approval of this action to a Joint Meeting of the City Council and Board of Finance subject to the call of the Mayor on or before June 4, 2020."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

**15. To adopt the 2020-2021 Capital Budget.**

Commissioner Calfe made a motion seconded by Commissioner LaMothe  
"To adopt the Capital Budget for fiscal year 2020-2021 totaling \$6,087,000 and recommend approval of this action to the Planning Commission and to a Joint Meeting of the City Council and Board of Finance subject to the call of the Mayor on or before June 4, 2020."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

**16. To adopt the General Fund Estimated Operating Budget for fiscal year 2020-2021.**

Mayor Zoppo Sassu made a motion seconded by Commissioner LaMothe  
"To adopt the General Fund budget estimate for fiscal year 2020-2021 totaling \$205,608,100 as presented by Chairperson Smith and have the budget advertised in a local newspaper and recommend approval of this action to a Joint Meeting of the City Council and Board of Finance subject to the call of the Mayor on or before June 4, 2020."

Following a voice vote, the Chairperson declared the motion carried. Commissioner Thibeault opposed.

**17. Adjournment.**

Commissioner Calfe made a motion seconded by Commissioner O'Brien

"To adjourn at 7:31 p.m."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

Attest:



Diane M. Waldron  
Board of Finance Clerk

