



For Information Only

**CITY OF BRISTOL
BOARD OF FINANCE AGENDA REQUEST FORM**

To: Board of Finance Commissioners

From: Grants Administrator
(Requesting Department)

Date: August 13, 2020
(Submission Date)

For the August 25, 2020 Board of Finance Meeting Agenda
(Date of Meeting)

This request is for:
(Please check the type of request and list in whole dollar amounts)

- Additional Appropriation \$ _____
- New Appropriation \$ _____
- Transfer from Contingency \$ _____
- Transfer(s) \$ _____
- Grant \$ 2,000
- Carry-over(s) \$ _____

Approval:

This request was approved by the City Council at its meeting held on August 12, 2020.

Cheresa Poe Town Clerk
(Department Head's signature)

Board of Finance Agenda Request Form

All requests to appear on the Board of Finance meeting agenda for consideration must be submitted to Jodi McGrane in the Comptroller's Office by 10:00 a.m. Monday of the preceding week of the meeting. Board of Finance Meetings are held on the fourth Tuesday of each month at 5:30 p.m. in the Council Chambers.

For Information Only

Reason for request:

The purpose of the request is to refer to the Board of Finance for any necessary action the grant application to Neglected Cemetery Account Grant Program to support the ongoing reclamation activities by the Cemetery Commission.

Additional Appropriation(s) and/or Appropriation(s) complete the following:

Account	Account Name	Amount
_____	_____	_____
_____	_____	_____
_____	_____	_____

Transfer(s) complete the following:

From: _____	To: _____	Amount: _____
From: _____	To: _____	Amount: _____
From: _____	To: _____	Amount: _____

Grants:

Total Amount: Grant \$ _____

City Share \$ _____ %

Federal/State Share \$ _____ %

Carry-overs list the following:

Account	Account Name	Amount
_____	_____	_____
_____	_____	_____
_____	_____	_____



City of Bristol
Office of Town and City Clerk
111 North Main Street
Bristol, Connecticut
(860)584-6200

August 13, 2020

Board of Finance
Diane M. Waldron, Clerk
City Hall
111 North Main Street
Bristol, Connecticut 06010

Dear Members:

At a meeting of the City Council on August 12, 2020 the following Resolution was adopted:

BE IT HEREBY RESOLVED by the City Council of the City of Bristol, Connecticut, that the filing of a grant application to the Neglected Cemetery Account Grant Program for \$2,000 to support the ongoing reclamation activities by the Bristol Cemetery Commission and its volunteers, is hereby approved, and that the Chief Elected Official, Mayor Ellen Zoppo-Sassu, is authorized to apply for and accept, on behalf of City of Bristol, a grant from the Neglected Cemetery Account, and that said official is authorized to enter into and execute any and all agreements, contracts and documents necessary to obtain said grant should the town be selected for a grant award;

BE IT FURTHER RESOLVED that this matter be referred to the Board of Finance for any necessary action.

Very truly yours,

A handwritten signature in cursive script that reads "Therese Pac".

Therese Pac, MCTC, MMC
Town and City Clerk

TP/dml



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RECEIVED
2020 AUG -6 PM 1:04
TOWN AND CITY CLERK
BRISTOL, CT

DATE: August 11, 2020
TO: Mayor Ellen Zoppo-Sassu
City Council Members
FROM: Dawn Leger, Grants Administrator
RE: Neglected Cemetery Grant

Background

The State Office of Policy and Management (OPM) administers a grant program through CGS Section 19a-308b for municipalities to apply for funding to reclaim neglected cemeteries. The City may apply for up to \$2,000 per year to clear weeds, briars and bushes, to mow cemetery lawn areas, to repair fences and walls, to straighten memorial stones, and to keep neglected cemeteries in an orderly and decent condition.

Project Description

The grant funds are being sought this year to repair broken fences at the Downs Street Cemetery (also known as the Old South Cemetery) and the Lake Avenue Cemetery. There are also broken stones in a mausoleum at the Lake Avenue site that need to be repaired before any vandalism occurs inside the structure.

Funding Request

The City of Bristol will apply for a grant of \$2,000.

City Match

There is no match required.

Requested Action

There is a resolution with language required by OPM.

Presented at Council Meeting
8/12/2020
Adopted
~~Ordered Filed~~
~~Referred to~~ *J. De*