

**Litchfield Board of Finance
Special Meeting Minutes
April 10, 2014**

Call to Order: Vice Chairman David Wilson called the meeting to order in the First Selectman's office in town hall at 7:03pm with Anne Dranginis, Ed Gadomski, Mitchell Fishman, Ed Weik (Alt.) and Sky Post (Alt.) present.

Absent: Chairman David Geiger

Late: Brenda Barnes

Also present: Rose Bouchard

Appointment of Alternates:

Vice Chairman David Wilson appointed Sky Post a full member in place of David Geiger, and appointed Ed Weik a full member until Brenda Barnes arrived.

Discussion and Approval of the BOS Proposed Budget Being Moved for Presentation at the Town Budget Hearing on April 23, 2014:

There was discussion on whether cuts could be made in the BOS budget, and specifically, in the Public Works portion of it. It was agreed that the BOF was not approving the actual BOS proposed budget at this meeting, but merely passing it along to the town budget hearing.

Motion: Anne Dranginis moved that the BOS Proposed Budget be sent to the town budget hearing for input and feedback. Ed Weik seconded the motion. All voted aye and the motion carried.

Brenda Barnes arrived at 7:07 p.m.

Discussion and Approval for Rose Bouchard to Publish the Proposed Spending Plan in the Local Newspaper:

Rose Bouchard said she had made one change to the Town of Litchfield Proposed 2014-2015 Town Budget as presented to the BOF at the April 7, 2014 regular meeting, and that was in the section concerning the mil rate. Rose answered several questions about the impact of the re-evaluation and the proposed mil rate increase.

Motion: Brenda Barnes moved to approve publication of the proposed spending plan as prepared by Rose Bouchard in the local newspaper. Anne Dranginis seconded the motion. All voted aye and the motion carried.

To Consider and Act Upon a Resolution Entitled:

RESOLVED: That the resolution entitled "RESOLUTION APPROPRIATING \$3,095,000 FOR THE LITCHFIELD CAPITAL IMPROVEMENT PLAN 2014-2015 AND AUTHORIZING THE ISSUE OF \$3,020,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE," is hereby approved and recommended for adoption by the Town.

Vice Chairman David Wilson read aloud the title of the resolution and asked for a motion to waive the reading of the entitled resolution and incorporate its full text into the minutes of the meeting.

Motion: Brenda Barnes moved to waive the reading of the entitled resolution and incorporate its full text into the minutes of the meeting. Ed Gadomski seconded the motion.

There was no further discussion.

Upon roll call vote, the Ayes and Nays were as follows:

Ayes

David Wilson

Sky Post

Ed Gadomski

Brenda Barnes

Anne Dranginis

Mitchell Fishman

Nays

Vice Chairman David Wilson thereupon declared the motion carried. The resolution is attached hereto.

Vice Chairman David Wilson asked for a motion to adopt the resolution.

Motion: Brenda Barnes moved that the resolution be adopted. Sky Post seconded the motion.

Rose Bouchard explained that town attorney Joseph Fasi had met with Jack Healy to assure that all road projects and equipment replacements included in the bonding would be completed within the next twelve months.

Vice Chairman David Wilson explained the fiduciary responsibilities of the BOF for approving bonding to be presented at the public hearing for their input and to make any such changes as deemed to be necessary. Rose said that specific budget questions could be answered at the April 23, 2014 public hearing.

Upon roll call vote, the Ayes and Nays were as follows:

Ayes

David Wilson

Sky Post

Ed Gadomski

Brenda Barnes

Anne Dranginis

Mitchell Fishman

Nays

Vice Chairman David Wilson thereupon declared the motion carried and the resolution adopted.

Approval of Minutes:

Motion: Ed Gadomski moved to accept the 3-17-14 regular meeting minutes. Brenda Barnes seconded the motion. All voted aye and the motion carried.

Adjournment:

Motion: Anne Dranginis moved to adjourn at 8:15pm and Ed Gadomski seconded the motion. All voted aye and the motion carried.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Jo Ann Jaacks".

Jo Ann Jaacks

Recording Secretary, Board of Finance

RESOLUTION APPROPRIATING \$3,095,000 FOR THE
LITCHFIELD CAPITAL IMPROVEMENT PLAN 2014-2015
AND AUTHORIZING THE ISSUE OF \$3,020,000 BONDS OF
THE TOWN TO MEET SAID APPROPRIATION AND
PENDING THE ISSUANCE THEREOF THE MAKING OF
TEMPORARY BORROWINGS FOR SUCH PURPOSE

Section 1. The sum of \$3,095,000 is appropriated for the planning, acquisition and construction of the Town of Litchfield Capital Improvement Plan 2014-2015, as adopted and amended by the Board of Selectmen from time to time, and including: (i) Board of Education; (ii) Board of Fire Commissioners and EMS; (iii) Police (iv) Parks and Recreation; (v) Public Works Department; (vi) Land Use; and (vii) debt administration, and for appurtenances, equipment and services related thereto, or so much thereof as may be accomplished within such appropriation, including administrative, advertising, printing, legal and financing costs to the extent paid therefrom. The Board of Selectmen may by resolution transfer funding herein authorized among projects within the 2014-2015 CIP. See Attachment A.

Section 2. LOCIP and other grant funds received and expended on the above purposes shall be included in and applied against this appropriation and bond authorization. It is expected that Grant funding will be received in the amount of \$481,137, other funds \$75,000, and bonds of the Town will finance \$2,538,863.

Section 3. To meet said appropriation \$3,020,000 bonds of the Town or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the twentieth year after their date. Said bonds may be issued in one or more series as determined by the First Selectman and the Treasurer (hereafter the Town Officials), and the amount of bonds of each series to be issued shall be fixed by the Town Officials. Said bonds shall be issued in the amount not be less than an amount which will provide funds sufficient with other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of said bonds outstanding at the time of the issuance thereof, and to pay for the administrative, printing and legal costs of issuing the bonds. Capital project revenues, including bid premiums and investment income derived from investment of bond proceeds (and net investment income derived from note proceeds) are authorized to be credited by the Director of Finance to the project account and expended to pay project expenses customarily paid therefrom. The remaining appropriation and bond authorization shall be reduced by the amount of capital project revenues so credited. The bonds shall be in the denomination of \$1,000 or a whole multiple thereof, or, be combined with other bonds of the Town and such combined issue shall be in the denomination per aggregate maturity of \$1,000 or a whole multiple thereof, be issued in bearer form or in fully registered form, be executed in the name and on behalf of the Town by the manual or facsimile signatures of the Town Officials, bear the Town seal or a facsimile thereof, be certified by a bank or trust company designated by the Town Officials, which bank or trust company may be designated the registrar and transfer agent, be payable at a bank or trust company designated by the Town Officials, and be approved as to their legality by Joseph Fasi LLC, Attorneys-at-law, Bond Counsel of Hartford. They shall bear such rate or rates of interest as shall be determined by the Town Officials. The bonds shall be general obligations of the Town and each of the bonds shall recite that every requirement of

law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon. The aggregate principal amount of the bonds to be issued, the annual installments of principal, redemption provisions, if any, the date, time of issue and sale and other terms, details and particulars of such bonds, shall be determined by the Town Officials, in accordance with the General Statutes of the State of Connecticut, as amended.

Section 4. Said bonds shall be sold by the Town Officials, in a competitive offering or by negotiation, in their discretion. If sold at competitive offering, the bonds shall be sold upon sealed proposals, auction, or similar competitive process at not less than par and accrued interest on the basis of the lowest net or true interest cost to the Town. A notice of sale or a summary thereof describing the bonds and setting forth the terms and conditions of the sale shall be published at least five days in advance of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds. If the bonds are sold by negotiation, the provisions of purchase agreement shall be subject to approval of the Board of Selectmen.

Section 5. The Town Officials, are authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes evidencing such borrowings shall be executed in the name and on behalf of the Town by the manual or facsimile signatures of the Town Officials, bear the Town seal or a facsimile thereof, be payable at a bank or trust company designated by the Town Officials, be approved as to their legality by Joseph Fasi LLC, Attorneys-at-law, Bond Counsel, of Hartford, and be certified by a bank or trust company designated by the Town Officials, pursuant to Section 7-373 of the General Statutes of Connecticut, as amended. They shall be issued with maturity dates which comply with the provisions of the General Statutes governing the issuance of such notes, as the same may be amended from time to time. The notes shall be general obligations of the Town and each of the notes shall recite that every requirement of law relating to its issue has been duly complied with, that such note is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon. The net interest cost on such notes, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the project. Upon the sale of said bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on any such notes then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 6. Resolution of Official Intent to Reimburse Expenditures with Borrowings. The Town (the "Issuer") hereby expresses its official intent pursuant to §1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and after the date of passage of this ordinance in the maximum amount and for the capital project defined in Section 1 with the proceeds of bonds, notes, or other obligations ("Bonds") authorized to be issued by the Issuer. The Bonds shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the project, or such later date the Regulations may authorize. The

Issuer hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Director of Finance or his designee is authorized to pay project expenses in accordance herewith pending the issuance of reimbursement bonds, and to amend this declaration.

Section 7. The Town Officials, are hereby authorized to exercise all powers conferred by section 3-20e of the general statutes with respect to secondary market disclosure and to provide annual information and notices of material events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this ordinance.

Section 8. It is hereby found and determined that it is in the public interest to issue all, or a portion of, the Bonds, Notes or other obligations of the Town authorized to be issued herein as qualified private activity bonds, or with interest that is includable in gross income of the holders thereof for purposes of federal income taxation. The Town Officials are hereby authorized to issue and utilize without further approval any financing alternative currently or hereafter available to municipal government pursuant to law, including but not limited to any "tax credit bond," or "Build America Bonds" including Direct Payment and Tax Credit Versions.

Attachment A

TOWN OF LITCHFIELD - CAPITAL BUDGET 2014/2015

as of April, 2014

		BOARD OF SELECTMEN FEBRUARY 25, 2014 RECOMMENDATION			
Dept.	Project Description	Proposed Total Cost	Less Grant/Other Funding	Net Town Cost	Bond Authorization
BOARD OF EDUCATION					
	Security Camera/DVR Expansion	\$ 30,000	\$ -	\$ 30,000	\$ 30,000
	LCS - Phone System	\$ 30,000	\$ -	\$ 30,000	\$ 30,000
	Total Board of Education	\$ 60,000	\$ -	\$ 60,000	\$ 60,000
BOARD OF FIRE COMMISSIONERS & EMS					
	Bantam Roof Replacement Add'l. Funding	\$ 110,000	\$ -	\$ 110,000	\$ 110,000
	Apparatus Sinking Fund	\$ 264,000	\$ -	\$ 264,000	\$ 264,000
	East Litchfield Building Improvement	\$ 75,000	\$ -	\$ 75,000	\$ 75,000
	Townwide Airpack Replacement (SCBA)	\$ 100,000	\$ -	\$ 100,000	\$ 100,000
	Fire Ponds	\$ 2,500	\$ -	\$ 2,500	\$ 2,500
	Total Board of Fire Commissioners & EMS	\$ 551,500	\$ -	\$ 551,500	\$ 551,500
POLICE					
	Replace 2002 Cruiser	\$ 32,000	\$ -	\$ 32,000	\$ 32,000
	Total Police	\$ 32,000	\$ -	\$ 32,000	\$ 32,000
PARK AND RECREATION					
	Community Field Upgrades (drainage, bleachers)	\$ 65,000	\$ -	\$ 65,000	\$ 65,000
	Total Park and Recreation	\$ 65,000	\$ -	\$ 65,000	\$ 65,000
DEPARTMENT OF PUBLIC WORKS					
	Bridge Program-Clark Road Bridge	\$ 150,000	\$ -	\$ 150,000	\$ 150,000
	Vehicles & Equipment	\$ 380,000	\$ -	\$ 380,000	\$ 380,000
	Town Aid Grant Funding	\$ 382,097	\$ 382,097	\$ -	\$ 382,097
	Major Road Projects	\$ 748,606	\$ 99,040	\$ 649,566	\$ 748,606
	Public Facilities	\$ 585,000	\$ -	\$ 585,000	\$ 585,000
	Public Works Software	\$ 42,000	\$ -	\$ 42,000	\$ 42,000
	Total Department of Public Works	\$ 2,287,703	\$ 481,137	\$ 1,806,566	\$ 2,287,703
LAND USE					
	Revision of Regulations	\$ 75,000	\$ -	\$ 75,000	\$ -
	Total Land Use	\$ 75,000	\$ -	\$ 75,000	\$ -
DEBT ADMINISTRATION					
		\$ 23,797		\$ 23,797	\$ 23,797
	TOTAL CAPITAL PROJECT REQUESTS	\$ 3,095,000	\$ 481,137	\$ 2,613,863	\$ 3,020,000