

**GLASTONBURY BOARD OF FINANCE
REGULAR MEETING MINUTES
WEDNESDAY, OCTOBER 20, 2021**

The Glastonbury Board of Finance, along with Finance Director, Julie Twilley, and Town Manager, Richard J. Johnson, held a regular meeting at 4:00 p.m. in the Council Chambers of Town Hall at 2155 Main Street with the option for Zoom video conferencing. The video was broadcast in real time and via a live video stream.

Also present was Narae McManus, Controller.

Roll Call

Members

Mr. Constantine “Gus” Constantine, Chairman {excused}
Ms. Jennifer Sanford, Vice Chairman
Mr. James McIntosh
Mr. Walter Cusson
Mr. Robert Lynn
Mr. James Zeller

With Mr. Constantine excused, Ms. Sanford ran the meeting. She noted that this is Mr. Cusson’s final meeting on the Board of Finance. The Board and Town Manager thanked Mr. Cusson for his long service and contributions to the Board.

1. Public Comment Session: Comments pertaining to the call.

Jared Soper of 39 Fawn Run, thanked Mr. Cusson for his service. He enjoyed serving on the Board of Finance with Mr. Cusson, whose opinions and insights he valued greatly.

2. Communication: Minutes of September 22, 2021 Regular Meeting
Minutes accepted as presented.

3. Communication: Pension Report – August 2021
Ms. Twilley presented the report dated September 16, 2021.

4. Communication: Fiducient Advisors Flash Memo
Ms. Twilley presented the memo from Mr. Kachmar.

5. Communication: Month End Investments – August 2021
Ms. McManus presented the report dated September 13, 2021.

6. Communication: Financial Summary (Revenues & Expenditures) for 3 months - September 2021

Ms. Twilley presented the report dated October 7, 2021. Ms. Sanford asked what the run rate on the collection is. Ms. Twilley stated that it is 55.4%, which is higher as of the past month than in the prior two years.

7. Communication: Capital Projects – September 2021

Ms. Twilley presented the report dated October 6, 2021.

8. Communication: Self Insurance Reserve Fund – September 2021

Ms. Twilley presented the report dated October 6, 2021. There have been no large loss claims thus far this year.

9. Communication: Transfers Approved by Town Manager Since Last Meeting (None)

10. **Action:** Transfers over \$5,000

a. Hubbard Pump Station

Mr. Johnson explained that Items 10a and 11 go hand in hand. At this pump station, there are two pumps which alternate back and forth, and a third pump is used as a backup. After about 5 years, one of the pumps has failed. While buying a new one costs about \$5000 more than making repairs, it has the advantage of coming with a warranty.

Motion by: Mr. Zeller

Seconded by: Mr. Lynn

BE IT RESOLVED, that the Glastonbury Board of Finance hereby transfers \$28,000 from the Sewer Sinking Fund Unassigned Fund Balance to the Sewer Operating Fund Repair and Maintenance Fund.

Result: Motion passed unanimously {5-0-0}.

11. **Action:** Bid Waiver – Sewage Pump

Mr. Johnson explained that the bid waiver will allow the Town to purchase the same equipment which fits the existing piping/wiring, and it will allow them to have a set of parts, rather than different parts for different equipment.

Mr. McIntosh is concerned with the bidding process. Mr. McIntosh stated that Section 6.14 of the Town Charter requires that the Town Manager prepare objective evidence that the bidding process was followed for every purchase over \$4000. Mr. Johnson stated that, from a practical matter, that would not be feasible to do. Mr. McIntosh agreed that section 6.14 seems to be an impossible standard. He suggests that the Council revise the provision or ordinance so that their protocols and procedures follow the charter.

Motion by: Mr. Zeller

Seconded by: Mr. McIntosh

BE IT RESOLVED, that the Glastonbury Board of Finance hereby recommends the waiver of the competitive bid process for the purchase of a replacement sewer pump for the Hubbard Pump Station.

Result: Motion passed unanimously {5-0-0}.

12. Board of Finance Committee Reports, comments and remarks (no action to be taken) **None**

13. Adjournment

Motion by: Mr. Cusson

Seconded by: Mr. McIntosh

BE IT RESOLVED, that the Glastonbury Board of Finance moves to adjourn their meeting of October 20, 2021, at 4:29 p.m.

Result: Motion passes unanimously {5-0-0}.

Respectfully submitted,

Lilly Torosyan

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Recording Clerk

For anyone seeking more information about this meeting, a video on demand is available at www.glastonbury-ct.gov/video; click on Public Broadcast Video On Demand, and an audio recording is available in the Finance and Administrative Services Office.