

**MINUTES
SPECIAL MEETING
BOARD OF MAYOR AND BURGESSES
APRIL 16, 2019**

1. Mayor “Pete” Hess called the special meeting to order at **6:32 p.m.** with the following in attendance:

BURGESSES:

L. Taf Jackson	D. Hoff
M. Bronko	R. Neth
R. Burns, absent	R. Vitale
J. DeOliveira	D. Wisniewski
C. Herb	

PRESS:

L. Marshall

DEPARTMENT HEADS:

A. Bruce, Controller

OTHERS:

Attorney G. Hale, Advanced Energy Efficiencies	D. Sheridan, Finance Board Chair
A. Burkitt, Advanced Energy Efficiencies	J. Mizeski, Finance Board

2. Burgess Wisniewski led in the Pledge of Allegiance to the flag.
3. Mayor Hess discussed the state of the **Fund Balance**. He said we received the Financial Audit Report for 2018 and the Fund Balance was up 10%. One mil equals 1.6 million dollars. One percent of the fund balance equals 1.2 million dollars. He said 2016 was a difficult year due to the 4.4 million dollar hole. We had to purchase an attachment for the wastewater treatment plant, added the high school renovation to the budget, and resolved issues with insurance accounts. Unrealistic revenue sources were removed from the budget that year. The fund balance went down to \$9,264,964. He said the budget is now strong, reflective and transparent. We purchased capital items for the fire and street departments, neglected for years. The borough board voted that the fund balance should not go below 8%. In 2017, there was a surplus of \$3,412,695 on the revenue side. The fund balance grew to \$12,677,659, which was 9.33%. In 2018, there was a surplus of \$2,470,614. The fund balance was \$15,148,273, which is 10%. The mayor said the Joint Boards would vote next week to adopt the 2019/2020 Budget. He asked the burgesses to look over their packet and to take into consideration how they want to fund the budget. He said to consider what type of services, which items go into capital, where the fund balance should be used and where to have the mill rate fund the budget.
4. **VOTED:** Unanimously on a motion by Deputy Mayor Taf Jackson and seconded by Burgess Neth that the Board of Mayor and Burgesses refer to the Joint Boards of Mayor and Burgesses and Board of Finance the establishment of a **Property and Casualty Loss Reserve Fund** as recommended by Mayor N. Warren “Pete” Hess, III.
5. **VOTED:** Unanimously on a motion by Deputy Mayor Taf Jackson and seconded by Burgess Neth that the Board of Mayor and Burgesses authorize the Naugatuck Board of Education to apply to the Commissioner of Administrative Services (DAS) to **apply for a grant** for the removal of the **Naugatuck High School roof and photovoltaic modules that are bonded to the roof and the installation of a new roof.**

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6. **VOTED:** Unanimously on a motion by Deputy Mayor Taf Jackson and seconded by Burgess Neth that the Board of Mayor and Burgesses authorize the **preparation of schematic drawings and outline specifications** for the removal of the **Naugatuck High School roof and photovoltaic modules and the installation of a new roof.**
7. **VOTED:** Unanimously on a motion by Deputy Mayor Taf Jackson and seconded by Burgess Neth that the Board of Mayor and Burgesses appoint the **Borough of Naugatuck Standing Building Committee** to be named as the building committee for the removal of the **Naugatuck High School roof and photovoltaic modules and the installation of a new roof.**
8. **VOTED:** Unanimously on a motion by Deputy Mayor Taf Jackson and seconded by Burgess Neth that the Board of Mayor and Burgesses approve the funding by way of usage of funds from the **Property and Casualty Loss Reserve Fund**, usage of the Fund Balance, 2019 surplus, a state grant or any other source deemed appropriate by the borough board in a manner consistent with DAS rules and regulations for the removal of the **Naugatuck High School roof and photovoltaic modules and the installation of a new roof.**
9. **VOTED:** Unanimously on a motion by Deputy Mayor Taf Jackson and seconded by Burgess Neth that the Board of Mayor and Burgesses authorize the Naugatuck Board of Education to apply to the Commissioner of Administrative Services (DAS) to **apply for a grant for photovoltaic installation or other appropriate solar project on the new Naugatuck High School Roof.**
10. **VOTED:** Unanimously on a motion by Deputy Mayor Taf Jackson and seconded by Burgess Neth that the Board of Mayor and Burgesses authorize the **preparation of schematic drawings and outline specifications** for **photovoltaic installation or other appropriate solar project on the new Naugatuck High School Roof.**
11. **VOTED:** Unanimously on a motion by Deputy Mayor Taf Jackson and seconded by Burgess Neth that the Board of Mayor and Burgesses authorize the **Borough of Naugatuck Standing Building Committee** to be named as the building committee for **photovoltaic installation or other appropriate solar project on the new Naugatuck High School Roof.**
12. **VOTED:** Unanimously on a motion by Deputy Mayor Taf Jackson and seconded by Burgess Neth that the Board of Mayor and Burgesses approve the **funding** for the **photovoltaic installation or other appropriate solar project on the new Naugatuck High School Roof** by way of usage of the Fund Balance, 2019 surplus, a state grant or any other source deemed appropriate by the borough board in a manner consistent with DAS rules and regulations.

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13. **VOTED:** Unanimously on a motion by Deputy Mayor Taf Jackson and seconded by Burgess Neth that the Board of Mayor and Burgesses authorize Mayor Hess to appoint **Gary Charette**, 140 Round Hill Road, Naugatuck, CT 06770 as a member of the standing **Building Committee**.
14. **VOTED:** Unanimously on a motion by Deputy Mayor Taf Jackson and seconded by Burgess Neth that the Board of Mayor and Burgesses authorize Mayor Hess to enter into a service agreement with **Advanced Energy Efficiencies**.
15. **VOTED:** Unanimously on a motion by Deputy Mayor Taf Jackson and seconded by Burgess Neth to adjourn the special meeting at **7:53 p.m.**

A digital recording of this meeting is available in the office of the Borough Clerk for further review.

Attest:

Nancy K. DiMeo
Borough Clerk