

**Town of Haddam  
BOARD OF FINANCE  
Regular Meeting  
Town Office Building Annex  
Tuesday, July 11, 2016  
Unapproved MINUTES**

In attendance: Chairman Joseph Centofanti and Vice Chairman Harlan Fredericksen; Members: Chris Alexy, Marjorie DeBold, and David Kapitulik; Alternates Robert McGarry and Joanne Nesti

Not in Attendance: Member Cheryl Haase and Alternate James Bucko

Staff in Attendance: Haddam Finance Director Barbara Bertrand and Recording Secretary Barbara Galloway

First Selectman Lizz Milardo was also present.

1. Call to Order/Pledge of Allegiance

Chairman Centofanti called the Meeting to order at 7:05 PM.

2. Seating of Alternates

**Ms. DeBold made the Motion seconded by Mr. Kapitulik to seat Ms. Nesti for Ms. Haase. The Motion was approved unanimously.**

3. Approval of Minutes: June 7, 2016 Regular Meeting Minutes

Vice Chairman Fredericksen made the Motion seconded by Ms. DeBold to approve as printed the June 7, 2016 Regular Meeting Minutes. The Motion was approved by Chairman Centofanti, Vice Chairman Fredericksen, Mr. Alexy, Ms. DeBold, and Mr. Kapitulik. There were no votes against. Ms. Nesti abstained, as she had not attended the Meeting. The Motion was approved.

4. Public Communications:

a. *Communications to the Board of Finance*

Chairman Centofanti informed the Board that he had received written communications from Haddam Killingworth Recreation Department, ECG Engineering, and the Connecticut River Coastal Conservation District. He also briefly explained a notification he had received from the Connecticut Council of Municipalities (CCM).

b. *Public Input/Comments*

Resident Ed Munster asked if this Board anticipated participating in upcoming Board of Education-hosted strategic planning session(s) to discuss its future budget concerns well prior to the start of the budget deliberations for fiscal year 2017-2018. Ms. Nesti, also a Board of Education member, pointed out that these sessions are still in the "talk stage" with no dates or agendas finalized; but that it is her understanding that all Town boards or their representatives would be invited and encouraged to attend. This topic would be discussed further once these Board of Education planning sessions have been formally announced.

5. Finance Director's Report

Ms. Bertrand reviewed the 2015-2016 expenditures and revenues reports dated July 8, 2016, pointing out areas of note/concern at the end of the fiscal year.

6. Selectmen's Report

- a. *Report/Update* – see New Business
- b. *Transfer requests* – First Selectman Milardo noted that the Board of Selectmen is requesting no budget transfers at this time, but there might be some transfer requests presented at the September Meeting.
- c. *Grant applications* – First Selectman Milardo briefly informed the Board of recent and ongoing grants activity.

7. Old Business

There was no old business mentioned or discussed.

8. New Business

- a. *Discussion and approval of project authorization and bonding resolutions for Road Projects*

The following Resolution (for the full Resolution see pages 6 &7) and the 3-page worksheet/back-up information were distributed to the Board Members for discussion/consideration. The resolution was also made available to members of the public at the Meeting:

Chairman Joseph Centofanti introduced the Resolution which recommends the enactment of the following proposed ordinance to the electors and citizens eligible to vote at town meetings of the Town and requests that the Board of Selectmen call a special town meeting to consider and enact such ordinance:

AN ORDINANCE APPROPRIATING \$6,480,000 FOR ROAD  
IMPROVEMENTS AND AUTHORIZING THE ISSUE OF BONDS AND  
NOTES OF THE TOWN IN THE SAME AMOUNT TO FINANCE SAID  
APPROPRIATION

The full text of the proposed resolution was provided to each member of the Board of Finance and others present at the Meeting and a copy of the full text of the resolution is recorded following these Minutes.

**Vice Chairman Harlan Fredericksen introduced a Motion to waive the reading of the entire resolution and to incorporate its full text into the Minutes of the Meeting; Joanne Nesti seconded the Motion.**

**After discussion, the Motion was adopted by the following roll call vote:**

**Board Members in Favor: Chairman Joseph Centofanti, Vice Chairman Harlan Fredericksen, Christopher Alexy, Marjorie DeBold, David Kapitulik, and Joanne Nesti**

**Board Members Opposed: There were no Members opposed.**

**Board Members Abstaining:** There were no abstentions.

**Vice Chairman Harlan Fredericksen, then, introduced a Motion to adopt the proposed resolution; David Kapitulik seconded the Motion.**

After discussion, the Motion passed and the resolution was adopted by the following roll call vote:

**Board Members in Favor:** Chairman Joseph Centofanti, Vice Chairman Harlan Fredericksen, Christopher Alexy, Marjorie DeBold, David Kapitulik, and Joanne Nesti

**Board Members Opposed:** There were no Members opposed.

**Board Members Abstaining:** There were no abstentions.

9. Public Comment

Resident Melissa Schlag stated her understanding of the filing dates for Motions and Meeting Minutes.

10. Adjournment

Vice Chairman Fredericksen made the Motion seconded by Mr. Alexy to adjourn the Meeting. The Motion was approved unanimously. The Meeting adjourned at 8:10\_P.M.

Respectfully submitted,  
Barbara D. Galloway

Attachments:  
2-page Resolution  
3-page worksheet  
Certification

**TOWN OF HADDAM  
BOARD OF FINANCE  
RESOLUTION  
REGULAR MEETING OF JULY 11, 2016**

*RESOLVED*, that the Board of Finance (the "Board") of the Town of Haddam (the "Town") hereby accepts the recommendation of the Board of Selectmen adopted at its meetings held on July 6, 2016 and July 11, 2016, recommends to the electors and citizens eligible to vote at town meetings of the Town enactment of the following ordinance, and requests that the Board of Selectmen call a special town meeting to consider and enact such ordinance:

**AN ORDINANCE APPROPRIATING \$6,480,000 FOR ROAD  
IMPROVEMENTS AND AUTHORIZING THE ISSUE OF BONDS  
AND NOTES OF THE TOWN IN THE SAME AMOUNT TO  
FINANCE SAID APPROPRIATION**

BE IT ORDAINED BY THE TOWN MEETING OF THE TOWN OF HADDAM:

Section 1. The sum of \$6,480,000 is appropriated for the cost of pavement resurfacing, sealing, milling, overlay, drainage improvements, repair, reclamation and/or reconstruction of all, or portions of, the following town roads: McTigh Road, Bartman Road, Park Road, Little City Road, Foot Hills Road, Old Ponsett Road, Hidden Lake Road, Rock Landing Road and Injun Hollow Road and certain other town roads designated by the Board of Selectmen (the "Project"). The appropriation may be spent for design and construction costs, equipment, materials, site improvements, survey costs, bidding costs, construction administration and inspection expenses, architects' fees, engineering fees, legal fees, insurance, administrative, advertising and printing expenses, consulting fees and related services, net interest on borrowings and other financing costs, and other expenses related to the Project or its financing. The Board of Selectmen (the "Board") is authorized to determine the scope and particulars of the Project. The Board may reduce or modify the scope of the Project if funds are insufficient to complete all components of the Project, and the appropriation authorized hereby may be spent on the Project as so reduced or modified.

Section 2. To finance said appropriation for the Project, the Town may issue bonds or notes in an amount not to exceed \$6,480,000 (or so much thereof as may be necessary after deducting grants or other sources of funds received by the Town for said Project). The bonds or notes shall be issued pursuant to the Town Charter of the Town, including Section 3-7(b) and Section 9-6 thereof, and Chapter 109 of the Connecticut General Statutes, Revision of 1958, as amended (the "Connecticut General Statutes"), and any other enabling acts.

Section 3. The Town may issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the Project or the receipt of grants for the Project. The amount of the notes outstanding at any time shall not exceed \$6,480,000. The notes shall be issued pursuant to Section 7-378 of the Connecticut General Statutes. The Town shall comply with the provisions of Section 7-378a of the Connecticut General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.

Section 4. The First Selectman and the Treasurer of the Town (the "Officials") are authorized to sign said bonds or notes of the Town by their manual or facsimile signatures and to determine the amounts, rates of interest, dates, maturities, dates of principal and interest payments on such bonds or notes, the form of such bonds or notes, the provisions for protecting and enforcing the rights and remedies of the holders of such bonds or notes and all other terms, conditions and particular

matters regarding the issuance and securing of such bonds or notes and to execute, sell and deliver the same and all other documents, agreements and certificates related to the sale, issuance or delivery of said bonds or notes, and to provide and/or execute all supporting documentation as may be necessary to accomplish such purposes and to comply with the requirements of the Internal Revenue Code of 1986, as amended, Securities and Exchange Commission Rule 15c2-12, the provisions of the Town Charter, and in accordance with the Connecticut General Statutes and any other applicable provision of law thereto enabling. The bonds and notes authorized hereby shall be general obligations of the Town secured by the full faith and credit of the Town.

Section 5. The Officials are authorized to designate a bank or trust company to be the certifying bank, registrar, transfer agent and paying agent for such bonds and notes; to provide for the keeping of a record of the bonds or notes; and to designate a financial advisor to the Town in connection with the sale of the bonds or notes. The law firm of Updike, Kelly & Spellacy, P.C., Hartford, Connecticut is designated as the attorneys at law to render an opinion approving the legality of such bond or note issue or issues.

Section 6. The Officials are authorized to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes, including, but not limited to, entering into a continuing disclosure agreement pursuant to Securities and Exchange Commission Rule 15c2-12. If the bonds or notes authorized by this resolution are issued on a tax-exempt basis, the Officials are authorized to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes, including covenants to pay rebates of investment earnings to the United States in future years.

Section 7. The Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the Project. The Officials are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

Section 8. The First Selectman is authorized, on behalf of the Town, to execute any contracts with engineers, contractors, architects and other persons for the Project, to apply for and accept state and other grants to finance the appropriation for the Project, and to execute and file any application or enter into any grant agreement prescribed by the State of Connecticut or other governmental authority. The Officials are authorized to execute and deliver any obligations arising under such grant agreement.

Section 9. The Officials and other proper officers of the Town are authorized to take all other actions which are necessary or desirable to complete the Project consistent with the foregoing and to issue bonds, notes or other obligations to finance the aforesaid appropriation.

END TEXT

ROAD PROJECT FUNDING				
		9 Month Ban	9 Month Ban	Bond when Projects Complete
		Aug 2016.-Mar. 20 17	Mar. 2017-Nov. 2017	
<b>Road Construction</b>				
McTigh Road SEC. #3	2,250,000	300,000	1,950,000	
Bartman Road SEC #2	1,000,000	100,000	900,000	
Park Road	1,088,000	1,088,000		
	4,338,000			
Recal/Milling/Paving				
McTigh Sec. 2	196,300		196,300	
Bartman Sec. 1	201,900		201,900	
Little City Rd.	184,600	184,600		
Foot Hills Road	325,300	325,300		
Old Ponsett Rd.	138,400	138,400		
Hidden Lake Rd	261,400	261,400		
Rock Landing Rd	350,600		350,600	
Injun Hollow Rd.	372,200		372,200	
	2,030,700			
COI	111,300	25,000	86,300	
	6,480,000	2,422,700	4,057,300	
				-
				6,480,000
McTigh, Bartman, Park, Little City, Foot Hills, Old Ponsett, Hidden Lake, Rock Landing and Injun Hollow.				

# ROAD MAINTENANCE BUDGET SUMMARY RECLAMATION & PAVING

TOWN: Haddam, CT  
 JOB NO.: 0984-0007

Road Name	Length (ft)	Width (ft)	Area (sq)	Repair Reclaim & Pave	Repair Curbing	Repair Option	Project Budget Estimate
A McTigh Road (Middle - Section 2)	1,675	22	4,090	\$143,950.00	\$13,100.00	Reclaim & Pave	\$196,300.00
B Bartman Road (Pokorny Rd to Brook - Section 1)	2,300	23	5,880	\$143,560.00	\$17,990.00	Reclaim & Pave	\$201,900.00

## NOTES:

1. Repair Reclaim & Pave budget costs includes full depth restoration over 6" (pulverizing, mixing, fine grading and rolling), sweeping, applied tack coat (application rate 0.05gal/SY), 2" depth of bituminous concrete class I, 2" depth of bituminous concrete class II and driveway aprons.
2. Unit costs utilized in determining repair type estimates are from CT Department of Administrative Services Contract Award No.: 14PSX0218 (Contractor: Costello Industries, Inc.) and Contract Award No.: 15PSX0228 (Contractor: Ticon Connecticut); these are often referred as "State low bid prices".
3. This road maintenance budget cost summary is being provided for budgetary purposes and therefore shall be interpreted as indicating the order of magnitude of anticipated costs for 2016. No inflation factor has been included. A 25% contingency for minor miscellaneous items has been included. Actual costs will be determined based on the most current contract awarded by the CT Department of Administration Services in the year that work is undertaken. Within these qualifications, we believe the road maintenance budget cost summary provides a reasonable basis for evaluating a road maintenance budget.

## ROAD RECONSTRUCTION BUDGET SUMMARY COMPLETE RECONSTRUCTION

TOWN: Haddam, CT  
 JOB NO.: 0984-0007

Road Name	Length	Reconstruction Budget Estimate	Project Budget Estimate
McTigh Road (Section 3 - Hidden Lake Rd to stream crossing)	2,485	\$1,500,000.00	\$2,250,000.00
Bartman Road (Rte. 81 to low point)	1,350	\$675,000.00	\$1,000,000.00
Hidden Lake Road (Rte. 81 to Shore Rd.)	1,450	\$725,000.00	\$1,100,100.00
Pokorny Road (Harvest Wood Lane to Rte. 81)	3,770	\$1,885,000.00	\$2,850,000.00
Park Road & Ext. (Lockert south property line to Rte 154)	2,120	\$888,000.00	\$1,088,000.00

## NOTES:

1. Since no designs have yet been provided, Road Reconstruction Budget Estimates are based on the 2016 Final Design Opinion of Probable Construction Cost for McTigh Road - Section 1 (minus the work on Jackson Road) divided by the total length of McTigh Road - Section 1. The \$507,200/LF was rounded down to an even \$500,000/LF.
2. The Project Budget Estimate includes a 25% contingency and a 25% allowance for survey, design, bidding, construction administration and inspection. No inflation factor has been included.
3. This road reconstruction budget cost summary is being provided for budgetary purposes and therefore shall be interpreted as indicating the order of magnitude of anticipated costs for 2016. No inflation factor has been included.
4. Park Road & Ext. Project Budget Estimate includes a 10% contingency and a 12.5% allowance for bidding, construction administration and inspection. No inflation factor has been included.

*6m 2110*

5.8

73 98,200

*26,500*

*\$1,432,500*

**ROAD MAINTENANCE BUDGET SUMMARY**  
(MILL & OVERLAY/ OVERLAY/COMBINATION OPTIONS)

TOWN: Haddam, CT  
JOB NO.: 0984-0007

	Road Name	Length (ft)	Width (ft)	Area (sy)	Repair Overlay	Repair Mill & Overlay	Repair Combination	Repair Option	Project Budget Cost
3	Hidden Lake Road* (Brault to Pond Meadow Road)	7,864	24	20,970	\$181,260.00			Overlay	\$226,600.00
						\$209,150.00		Mill & Overlay	\$261,400.00
							\$195,205.00	Combination	\$244,000.00
8	Wig Hill Road*	4,000	24	10,670	\$93,220.00			Overlay	\$116,500.00
						\$113,270.00		Mill & Overlay	\$141,600.00
							\$103,245.00	Combination	\$129,100.00
4	Old Ponsett Road*	4,300	24	11,470	\$99,930.00			Overlay	\$124,900.00
						\$121,500.00		Mill & Overlay	\$151,900.00
							\$110,715.00	Combination	\$138,400.00
6	Rock Landing Road* (Haddam Neck)	8,448	30	28,160	\$243,030.00			Overlay	\$303,800.00
						\$280,490.00		Mill & Overlay	\$350,600.00
							\$261,760.00	Combination	\$327,200.00
5	Injun Hollow Road* (Haddam Neck)	8,976	30	29,920	\$257,960.00			Overlay	\$322,500.00
						\$297,750.00		Mill & Overlay	\$372,200.00
							\$277,855.00	Combination	\$347,300.00
7	Beaver Meadow Road*	14,784	24	39,420	\$339,190.00			Overlay	\$424,000.00
						\$391,620.00		Mill & Overlay	\$489,500.00
							\$365,405.00	Combination	\$456,800.00
2	Foot Hills Road*	9,080	26	26,230	\$226,610.00			Overlay	\$283,300.00
						\$261,500.00		Mill & Overlay	\$326,900.00
							\$244,055.00	Combination	\$305,100.00
1	Little City Road* (Candlewood to Sima)	6,400	24	17,070	\$147,680.00			Overlay	\$184,600.00
						\$170,380.00		Mill & Overlay	\$213,000.00
							\$159,030.00	Combination	\$198,800.00
9	Turkey Hill Road*	10,032	30	33,440	\$288,480.00			Overlay	\$360,600.00
						\$332,960.00		Mill & Overlay	\$416,200.00
							\$310,720.00	Combination	\$388,400.00
10	Cedar Lake Road*	9,504	24	25,340	\$218,450.00			Overlay	\$273,100.00
						\$252,160.00		Mill & Overlay	\$315,200.00
							\$235,305.00	Combination	\$294,100.00
11	High Street*	3,432	26	9,910	\$86,550.00			Overlay	\$108,200.00
						\$105,180.00		Mill & Overlay	\$131,500.00
							\$95,865.00	Combination	\$119,800.00
12	St. Peters Lane*	1,056	26	3,050	\$41,370.00			Overlay	\$51,700.00
						\$48,020.00		Mill & Overlay	\$60,000.00
							\$44,695.00	Combination	\$55,900.00
13	Candlewood Hill Road*	24,400	28	75,910	\$644,270.00			Overlay	\$805,300.00
						\$745,240.00		Mill & Overlay	\$931,600.00
							\$694,755.00	Combination	\$868,400.00

\*length and width provided by Haddam Department of Public Works

\*Yellow Fill Denotes Selected Repair Type

**NOTES:**

1. Repair Overlay budget cost options include sweeping, applied tack coat (application rate 0.05gal/SY), and 2" depth of bituminous concrete class II.
2. Repair Mill & Overlay budget cost options include milling of bituminous concrete pavement 0" - 3", sweeping, applied tack coat (application rate 0.05gal/SY), and 2" depth of bituminous concrete class II.
3. Repair Combination budget cost options include 50% of Repair Overlay costs and 50% of Repair Mill & Overlay costs.
4. Unit costs utilized in determining repair type estimates are from CT Department of Administrative Services Contract Award No.: 14PSX0218 (Contractor: Costello Industries, Inc.) and Contract Award No.: 15PSX0228 (Contractor: Tilcon Connecticut); these are often referred to as "State low bid prices".
5. This road maintenance cost summary is being provided for budgetary purposes and therefore shall be interpreted as indicating the order of magnitude of anticipated costs for 2016. No inflation factor has been included. A 25% contingency for minor miscellaneous items has been included. Actual costs will be determined based on the most current contract awarded by the CT Department of Administration Services in the year that work is undertaken. Within these qualifications, we believe the road maintenance cost summary provides a reasonable basis for evaluating a road maintenance budget.


At a meeting of the Board of Finance held on July 11, 2016, on a Motion duly made by Board Member [Vice Chairman] Harlan Fredericksen and seconded by Board Member David Kapitulik, the foregoing Resolution was adopted by the following roll call vote:

In Favor: Chairman Joseph Centofanti, Vice Chairman Harlan Fredericksen, Christopher Alexy, Marjorie DeBold, David Kapitulik, and Joanne Nesti

Opposed: No Members opposed.

I, Barbara D. Galloway, duly qualified Recording Secretary of the Board of Finance, hereby certify that the foregoing is a true copy of the Resolution adopted at the meeting of the Board of Finance held on July 11, 2016; that said Board consists of six members; a quorum consists of four members; 6 members were present at said meeting; a roll call vote was taken and 6 members voted in favor of said Resolution, 0 members voted against the adoption of said Resolution, and 0 members abstained from voting on said Resolution.

Dated at Haddam, Connecticut, this 12th day of July, 2016.

  
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Barbara D. Galloway  
Recording Secretary  
Board of Finance  
Haddam, Connecticut