



BOARD OF ALDERMEN  
SHELTON, CONNECTICUT  
***FINANCE COMMITTEE – MARCH 23, 2010***

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**Call to Order / Pledge of Allegiance**

Alderman Stanley Kudej, Chairman, called the meeting to order at approximately 7:20 p.m., immediately following the Public Hearing on Ordinances.

**Roll Call - Finance Committee**

Alderman Stanley Kudej, Chairman, present  
Aldermanic President John F. Anglace, Jr. - present  
Alderman Anthony Simonetti – present

Others present:  
Alderman John "Jack" Finn

**Public Session**

Alderman Kudej asked if any member of the public wished to address the committee specific to any item that is listed on the agenda.

Judson Crawford, Member  
Board of Apportionment and Taxation

Mr. Crawford asked how much LOCIP funds are available.

Alderman Anglace stated, there is \$97,000 left from the last allocation we received in LOCIP. There is a preliminary allocation from the State committed for us in the same amount we got last year – about \$263,000. We have enough money to cover whatever we do at this point.

**1. Approval of Minutes**

Alderman Simonetti MOVED to waive the reading and approve the minutes of the Finance Committee meeting of January 26, 2010; SECONDED by Alderman Anglace. A voice vote was taken and the MOTION PASSED 3-0.

**2. April Statutory Refunds**

Alderman Simonetti MOVED to recommend to the Full Board that the report of the Tax Collector relative to the refund of taxes for a total amount of \$718.56 be approved and that the Finance Director be directed to make payments in accordance with the certified list received from the Tax Collector with funds to come from the Statutory Refunds Account 001-0000-311.13.00. SECONDED by Alderman Anglace. A voice vote was taken and the MOTION PASSED 3-0.

**3. Adoption of Tax Collector's Suspense List**

Alderman Simonetti MOVED to recommend to the Full Board that the Tax Collector's Suspense List in the amount of \$67,281.38 be adopted and transferred from the Grand Lists into Suspense per State Statute Sec. 12-165; SECONDED by Alderman Anglace.

Grand List	Tax
2003	47.53
2004	489.88
2005	12,531.60
2006	23,670.69
2007	30,541.58

A voice vote was taken and the MOTION PASSED 3-0.

**4. Valley Transit District Services for Senior Center – Waiver of Bidding Process**

Alderman Simonetti MOVED to recommend to the full Board, per the recommendation of the Purchasing Agent, to waive the bidding process for Valley Transit District Services to and from the Senior Center; SECONDED by Alderman Anglace.

Discussion: This waiver of the bidding process for Valley Transit District services should be done annually.

Kathy Ramia, Senior Center Director, explained that the service is used to transport senior citizens of Shelton from their homes to and from the center, and on Wednesday a bus is provided so the Seniors can shop locally and then they're returned to the Center for the rest of the day.

The City provides a van and a driver (Outreach Program) to pick up Shelton seniors at their home and bring them to medical appointments and return them to their home or to the Senior Center. That is different. Any senior citizen, or resident that is disabled, can call the Center for the Outreach Driver.

Alderman Anglace stated, according to the details, it is \$1,700 to \$2,200 a month, depending on how many times we use them in a month. They manage everything for us and we just have to call them. That is a much better deal than going out and buying a van and hiring a driver and taking all of that on ourselves.

Mrs. Ramia stated that the service is also used for picnics and functions, sometimes off-site Senior Center events as well for members who cannot drive themselves.

Alderman Anglace stated, the motion is to waive the bidding. I agree with what's stated here, I don't think you could find others that would be willing to bid on a service like this. It seems downright impractical. On the other hand, we contribute to the Valley Transit District's continuing operations and so we should get something in return for it. This is a pretty economical way to provide transportation, and it's a small price to pay for a good service to our seniors.

A voice vote was taken and the MOTION PASSED 3-0.

**5. Funding for Rooftop Air Conditioning Replacement Unit at Senior Center – LOCIP Eligible**

Alderman Simonetti MOVED to recommend to the full Board to add the purchase of a new rooftop air conditioning replacement unit at the Shelton Senior Center to the Capital Improvement Plan with funding in the amount of \$14,198 to come from LOCIP; SECONDED by Alderman Anglace. A voice vote was taken and the MOTION PASSED 3-0.

**6. Youth Service Bureau – Request to be Added to Petty Cash List**

Alderman Simonetti Moved to recommend to the full Board that the Youth Service Bureau be added to the approved Petty Cash list for the amount of \$75; SECONDED by Alderman Anglace. A voice vote was taken and the MOTION PASSED 3-0.

**7. Emergency Sewer Backup Services – Waiver of Bidding Process**

Alderman Simonetti MOVED to recommend to the full Board, per the recommendation of the Purchasing Agent, to waive the bidding process for emergency sewer backup and overflow cleaning and repair services at the Water Pollution Control Authority; and further,

MOVED to authorize Mayor Mark A. Lauretti to sign any and all documents necessary to effectuate same. SECONDED by Alderman Anglace for discussion purposes.

Alderman Anglace stated, if you look at the Sewer Administrator's letter dated March 10<sup>th</sup>, they're asking us to waive the bidding process for Emergency Sewer Backup and Overflow Cleaning and Repair Services. If you have an emergency, you can't go out to bid, you have to address that emergency. However, there is nothing that prohibits you from going out for generic bidding on these services or for a generic proposal for these services. Bring in two or three people who are willing to do this and you get their proposals as to how much they charge, what they would do – get generic bidding, get a contract with

them for a year or two years, and establish a price for the various types of cleaning with various types of equipment, etc. You can bid it.

To waive bidding just puts us in the position that we're at the mercy of whomever comes in. It should go out to bid.

Alderman Simonetti stated, this came up in October last year when we were hit with a very large bill because the Sewage Treatment Plant needed a suction machine to take it down from what their machines could do to clean one of the tanks. They authorized it without going to bid. It became a real problem for us. In this case I agree with Alderman Anglace that we should send this back to the WPCA or the Purchasing Agent and say, go out for a generic bid. It's foolish to give a blank check.

Alderman Kudej stated, I agree that they should go out to bid.

Alderman Anglace stated, since we don't know the exact services that would be involved, what we've done in the past is gone out for proposals and bring in various vendors who sit with us and they make a proposal. They know our plant, our operations. Our people know what they need. Two or three of these companies will make proposals and then you recommend such and such company, for whatever reasons, be the one that's selected. Then the Mayor can enter into a contract for one or two years, and the contract comes back to us for approval. Then when the emergency hits, they call that company and we have a pretty good idea of what the structure of the cost is going to be.

A voice vote was taken and the MOTION FAILED 0 Yes, 3 No.

**8. *Huntington Branch Library – Automatic Door Openers – LOCIP Eligible***

Alderman Simonetti MOVED to recommend to the full Board to add the purchase of three automatic door openers at the Huntington Branch Library to the Capital Improvement Plan with funding in the amount of \$3,882 to come from LOCIP; SECONDED by Alderman Anglace.

After discussion with Mr. Shawn Fields of the Huntington Branch Library, it was agreed to forward this item to the Full Board, subject to the approval of the Library Board.

A voice vote was taken and the MOTION PASSED 3-0.

**Adjournment**

At approximately 8:06 p.m. Alderman Simonetti MOVED to adjourn; SECONDED by Alderman Anglace. A voice vote was taken and the MOTION PASSED 3-0.

Respectfully submitted,

Patricia M. Bruder  
Clerk, Board of Aldermen