

TOWN OF BERLIN
REGULAR BOARD OF FINANCE MEETING
MARCH 11, 2025
“Doc” McIntosh Conference Room or Remote Meeting
7:00 P.M.

<https://berlinc-tov.gov.zoom.us/j/4148724481?pwd=SkpBQmd1U0NoNTF5U0dWTXZGVUhUT09&omn=86044985488&from=addon>

Call-in Option: 1 929 205 6099 United States Toll
Meeting ID: 414 872 4481
Passcode: 539615

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. PUBLIC COMMENTS

E. APPROVAL OF PRIOR MINUTES

January 14, 2025, Regular Meeting
February 6, 2025, Special Joint Meeting

F. NEW BUSINESS

1. Move to appropriate a \$6,009.00 supporting Arts Grant to the FY25 Supporting Arts Grant Account in the Economic Development Fund.
2. Move to appropriate \$29,781.50 from the Sale of Land, Labor, & Materials account to the Vehicle Reserve account, both in the Capital Non-Recurring Fund, to be used for the purchase of vehicles.
3. Move to transfer \$23,740, as detailed on the accompanying spreadsheet to be attached to the minutes, to cover year-end transfers in identified accounts.
4. Finance Director update.
5. Discussion of Department budgets:
 - a. Review of prior meeting follow up requests.
 - b. Discuss and possible vote on adjustments to the General Government, Board of Education and/or Berlin Water Control budgets.

c. Possible vote to send budgets to the Annual Budget Hearing:

- i. Move to send the Board of Education budget of \$ _____ to the Annual Budget Hearing.
- ii. Move to send the General Government budget of \$ _____ to the Annual Budget Hearing.
- iii. Move to send the Berlin Water Control budget of \$ _____ to the Annual Budget Hearing.

G. ADJOURNMENT

TOWN OF BERLIN
REGULAR BOARD OF FINANCE MEETING
JANUARY 14, 2025
“Doc” McIntosh Conference Room or Remote Meeting
7:00 P.M.

<https://berlinct-gov.zoom.us/j/4148724481?pwd=SkpBQmdlU0NoNTF5U0dWTXZGVUhlUT09&omn=83549659053>

Call-in Option: 1 929 205 6099
Meeting ID: 414 872 4481
Passcode: 539615

A. CALL TO ORDER

Chairman Bordonaro called the meeting to order at 7:00 p.m.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

Members Present: Sal Bordonaro, Raul Fernandes, Tim Grady, Denise McNair, George Millerd, Gerald Paradis

Members Absent: None

Staff Present:

Kevin Delaney – Finance Director
Ryan Curley – Town Manager
Jim Simons - Fleet Manager/Fire Administrator

D. PUBLIC COMMENTS

None.

E. APPROVAL OF PRIOR MINUTES

December 10, 2024, Regular Meeting

Mr. Millerd moved to approve the December 10, 2024, Regular Board of Finance Meeting minutes.

Seconded by Mr. Grady.

Those voting in favor: Mr. Bordonaro, Mr. Grady, Ms. McNair, Mr. Millerd, Mr. Paradis

Vote being 5-0. (MOTION CARRIED)

Mr. Fernandes abstained as he was not at the December 10, 2024 meeting.

F. NEW BUSINESS

1. Discuss Berlin VNA.

Finance Director Delaney said that Corporation Counsel Donofrio reviewed the Board of Finance questions. We have four considerations when it comes to the VNA, the charter, VNA guidelines, Department of Public Health and collective bargaining agreements. One of the questions is where in the town charter does it require that an employee of the town must provide VNA services. The context of the charter is a bit ambiguous.

The other question was about the possibility of a merger and it would be a violation of the charter if a merger would cause the VNA to cease to exist. Mr. Millerd said it might be worth looking at a charter change if it would enhance services and cost less for the town.

Mr. Paradis asked what is the implication of the union obligations? Finance Director Delaney said it is the Nursing Union and Clerical or White Collar Union and it would be a matter of meeting with the unions. Chairman Bordonaro asked why Hartford Healthcare can't take on the people as part of their organization. We can't compete with big insurance companies and are just looking at various options.

Town Manager Curley said if the Town Council says to explore options, we can explore options, but it has to be within the parameters of the town charter. The VNA staff has been trimmed down, and I'm unsure if you can grow revenue without growing staff. Finance Director Delaney added that the VNA is being much more strategic now. Mr. Millerd said they can hire as many per diem people as needed to grow the business. Town Manager Curley said we are losing a lot less now than we were losing a year ago and need to celebrate that success.

Mr. Fernandes requested the most recent quarterly report showing the number of days worked and said I agree with Mr. Millerd. Mr. Paradis said given our history with charter revision and the VNA board, it makes sense to go through outsourcing and keep an Administrator to handle the outsourcing and oversee school nurses. Mr. Grady said per the Shipman audit, can we have a separate Administrator that's not part of the licensing agency. Finance Director Delaney said there are still minimum things that we would be required to provide.

Mr. Fernandes asked who we would merge with? Ms. McNair said it would be with another agency or private business. Mr. Paradis said we still need to know what is the lowest level that we could fund them and stay in line with the charter and Department of Public Health. Town Manager Curley said this needs to be a long term strategy. How do we navigate the VNA within the next 5 to 10 years. Mr. Paradis added how do we lose the least amount of money. What is that level.

2. Move to approve a fiscal year 2025 non-budgeted appropriation of FEMA storm reimbursement funds in the amount of \$40,000 to the alternative fuel site account in the Capital Non-Recurring Fund for the installation of an alternative fuel site at Timberlin Golf Course and \$224,212.46 to the Disaster Recovery Initiatives account in the Disaster Recovery Fund for costs the Town of Berlin incurred extinguishing the fire on Lamentation Mountain.

Mr. Paradis moved to approve a fiscal year 2025 non-budgeted appropriation of FEMA storm reimbursement funds in the amount of \$40,000 to the alternative fuel site account in

the Capital Non-Recurring Fund for the installation of an alternative fuel site at Timberlin Golf Course and \$224,212.46 to the Disaster Recovery Initiatives account in the Disaster Recovery Fund for costs the Town of Berlin incurred extinguishing the fire on Lamentation Mountain.

Seconded by Mr. Grady.

Those voting in favor: Mr. Bordonaro, Mr. Fernandes, Mr. Grady, Ms. McNair, Mr. Millerd, Mr. Paradis

Vote being 6-0. (MOTION CARRIED)

Fleet Manager/Fire Administrator Simons said the alternative fuel site would provide us with a secondary fuel site due to the Public Works facility being located in a flood zone area. We would install a 4,000 gallon tank that can hold up to 10 days' worth of fuel. The storms are getting worse and there will be more flooding in the future from all of the rain.

3. Move to approve a fiscal year 2025 non-budgeted appropriation of \$445,000 in General Fund Unassigned Fund Balance for upgrades to the IT closets at BHS to mitigate damage in the event of a fire (\$50,000), new school vans (\$150,000), the purchase of a new truck for Facilities (\$55,000), the purchase of a new large rotary mower for Grounds (\$160,000), and hiring an engineer for the proposed repair/renovation of sand traps at Timberlin Golf Course (\$30,000).

Mr. Paradis moved to approve a fiscal year 2025 non-budgeted appropriation of \$445,000 in General Fund Unassigned Fund Balance for upgrades to the IT closets at BHS to mitigate damage in the event of a fire (\$50,000), new school vans (\$150,000), the purchase of a new truck for Facilities (\$55,000), the purchase of a new large rotary mower for Grounds (\$160,000), and hiring an engineer for the proposed repair/renovation of sand traps at Timberlin Golf Course (\$30,000).

Seconded by Mr. Grady.

Those voting in favor: Mr. Bordonaro, Mr. Fernandes, Mr. Grady, Ms. McNair, Mr. Millerd, Mr. Paradis

Vote being 6-0. (MOTION CARRIED)

Mr. Grady said per previous discussions it seemed that the town was buying two vans for the Board of Education. Finance Director Delaney said the person handling that is no longer with the Board of Education and no one recalls that conversation. There are a lot of old vans that need to be replaced and we need to continue replacing them at this level for the next 3 to 4 years until we are caught up. Board of Education Finance Director Dorsey has now taken over that role. Chairman Bordonaro said there should be a discussion at the end of the year with the Board of Finance regarding what is needed. Mr. Grady said I would like to see someone with experience purchasing these vans. Finance Director Delaney said the Board of Education makes the purchase and works with NBT Transportation to hire the drivers. Fleet Manager/Fire Administrator Simons said I can work with the Board of

Education to provide guidance to come up with a plan. Chairman Bordonaro said it would be helpful to also have access to the quotes.

4. Move to transfer \$120,600, as detailed on the accompanying spreadsheet to be attached to the minutes, to cover year-end transfers in identified accounts.

Mr. Paradis moved to transfer \$120,600, as detailed on the accompanying spreadsheet to be attached to the minutes, to cover year-end transfers in identified accounts.

Seconded by Mr. Grady.

Those voting in favor: Mr. Bordonaro, Mr. Fernandes, Mr. Grady, Ms. McNair, Mr. Millerd, Mr. Paradis

Vote being 6-0. (MOTION CARRIED)

Finance Director Delaney said the overtime VNA pay rate is equal to or less than the Per Diem rate. Mr. Paradis said he would like to understand what is causing the need for more hours as utilization is not where it should be.

5. Move to transfer \$150,000 from the Police Extra Duty Fund to the Police Vehicles account in the Capital Non-Recurring Fund for the purchase of new Police vehicles.

Mr. Paradis moved to transfer \$150,000 from the Police Extra Duty Fund to the Police Vehicles account in the Capital Non-Recurring Fund for the purchase of new Police vehicles.

Seconded by Mr. Grady.

Those voting in favor: Mr. Bordonaro, Mr. Fernandes, Mr. Grady, Ms. McNair, Mr. Millerd, Mr. Paradis

Vote being 6-0. (MOTION CARRIED)

6. Move to appoint PKF O'Connor Davies as the Town's auditor for fiscal years ending June 30, 2025-27 in accordance with Section 7-14 of the Town Charter.

Mr. Paradis moved to appoint PKF O'Connor Davies as the Town's auditor for fiscal years ending June 30, 2025-27 in accordance with Section 7-14 of the Town Charter.

Seconded by Mr. Grady.

Those voting in favor: Mr. Bordonaro, Mr. Fernandes, Mr. Grady, Ms. McNair, Mr. Millerd, Mr. Paradis

Vote being 6-0. (MOTION CARRIED)

Mr. Paradis said their fees are going up for the first year but given the size of our town, it is in the range of where we should be.

7. Finance Director update.

Finance Director Delaney said the financials are in a good position and consistent month to month. The charter requires us to have a joint meeting in February with the Town Council before the budget sessions begin. Mr. Fernandes asked to have the Regular Board of Finance meeting a week earlier due to a conflict. The Special Board of Finance meeting will be on Thursday, February 6 and Finance Director Delaney will see when the Town Council can meet.

The bond plan will be on the next Town Council agenda. There is a new athletic facilities bond to remove the pool at Hubbard. Also, the remaining phases of the Police Station renovation will need to be discussed. Mr. Paradis asked if the golf course bunker project will be added to future bonding. Finance Director Delaney said it is further down the road but it might be sooner depending on what the priorities are. The 7 bridges that need to be replaced at Timberlin are in flood zones and those will need prior engineering inspections.

G. ADJOURNMENT

Mr. Paradis moved to adjourn at 7:08 p.m.

Seconded by Mr. Grady.

Those voting in favor: Mr. Bordonaro, Mr. Fernandes, Mr. Grady, Ms. McNair, Mr. Millerd, Mr. Paradis

Vote being 6-0.

Submitted by,
Alina Brown

TOWN OF BERLIN
SPECIAL BOARD OF FINANCE-TOWN COUNCIL BUDGET MEETING
FEBRUARY 6, 2025

Large Board of Education Meeting Room or Remote Meeting
6:00 P.M.

<https://berlingov.zoom.us/j/4148724481?pwd=SkpBQmd1U0NoNTF5U0dWTXZGVUhUT09&omn=83414766996&from=addon>

Call-in Option: 1 929 205 6099
Meeting ID: 14 872 4481
Passcode: 539615

A. CALL TO ORDER – CHAIR, BOARD OF FINANCE

Mr. Bordonaro called the meeting to order at 6:00 P.M.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

Board of Finance Members Present: Sal Bordonaro, Raul Fernandes, Tim Grady, Denise McNair, Gerald Paradis

Board of Finance Members Absent: George Millerd

Town Council Members Present: Mayor Kaczynski, Charles Paonessa, Mark Pruzin

Town Council Members Absent: Kate Atkinson, Sandra Coppola, Donna Veach, Peter Rosso

Staff Present:

Ryan Curley – Town Manager
Kevin Delaney – Finance Director
Jim Simons – Fleet Manager/Fire Administrator
Doug Solek – Facilities Director
Steve Wood – Grounds Superintendent
Len Zielinski – Budget Manager
Diane Conway – Assistant Finance Director
Kate Wall – Town Clerk

D. NEW BUSINESS

1. Introduction – Chair, Board of Finance

Fleet Manager/Fire Administrator Simons said the Town Council recently approved bonding \$750k to replace a fire truck. The fire truck that needs to be replaced is 27 years old and would be received in 2030. It is a 3k gallon tanker truck that is used in non-hydrant areas.

Chairman Bordonaro said we are interested in what capital projects need to be done. We bonded \$4.6M in September 2024 for elementary school HVAC projects at Hubbard and

Griswold and for the police radio project. The list of 2026 capital requirements is worth \$12.6M. We will see how much we can fund through the general fund and budget surplus. The motor vehicle valuation is different this year due to state statute and it will cause a shortfall in revenue.

2. Town Council discusses their fiscal year 2026 priorities

Mayor Kaczynski said we have plans to renovate the East Berlin pool by adding a splash pad. Plus, there are some smaller projects such as lights at the Sage Park parking lot. Facilities Director Solek said the restrooms at Hubbard also need major repairs, we are starting to lose fixtures and functionality due to the age of the infrastructure. Finance Director Delaney said these items were discussed at the capital projects meeting and were moved forward.

Councilor Paonessa asked if the golf course must cover any debt service for projects with the way that the ordinance is written. Also, do we have any town wide bridge projects to consider. Director of Finance Delaney said we are getting ready to do the bridges at Spruce Brook Rd., Kensington Rd., and Edgewood Rd. There would be some state reimbursements with the bridges.

Mayor Kaczynski said a \$3M McGee science classroom project came up a year ago and it was not on a former list. The Public Building Commission looked at it and there are some upgrades needed but the infrastructure is still in good shape. I would suggest discussing it further with PBC. Also, we need to further discuss the boilers and find out if the high school track has more life in it. Mr. Fernandes said it would be fine to just seal the track. Finance Director Delaney said that Facilities Director Solek will be at the next Town Council meeting to discuss boilers.

Mayor Kaczynski added that the town will be looking into how take-home town vehicles are being used. Finance Director Delaney said it reduces reimbursement mileage costs if town employees have a take home vehicle. There is also a discussion about selling the general pool cars to help purchase new vehicles.

3. Town Council guidance on (if not discussed during #2 above) VNA merger

Mr. Fernandes asked about the VNA providing quarterly numbers to the Board of Finance. Finance Director Delaney said we are working on it.

4. Board of Finance questions of the Town Council

Mr. Grady asked for a town vehicle list. Mr. Paradis also asked if there are any initiatives that the Town Council is looking at for the operating budget. Are there any new programs. Mayor Kaczynski said no. Finance Director Delaney said the Police Department would like to move to having 48 officers. Their end goal is to get to 50 sworn officers. The additional part-time new hire would focus on providing body cam footage videos. Chairman Bordonaro said we will hear from the Police Department at the future budget meetings regarding increasing their headcount.

E. ADJOURNMENT

Chairman Bordonaro moved to adjourn at 6:58 p.m.

Seconded by Mr. Fernandes

Those voting in favor: Mayor Kaczynski, Commissioner Paonessa, Commissioner Pruzin, Chairman Bordonaro, Mr. Fernandes, Mr. Grady, Ms. McNair, Mr. Paradis

Vote being 8-0.

Submitted by,
Alina Brown

Agenda Item No. F-1
Request for Board of Finance Action

TO: The Board of Finance

FROM: Ryan Curley, Town Manager

DATE: January 10, 2025

SUBJECT: Authorization to Appropriate a Supporting Arts grant from the Connecticut Office of the Arts

Summary of Agenda Item:

In partnership with the Berlin-Peck Library, the Economic Development Director applied for a Supporting Arts Grant from the Connecticut Office of the Arts within the Department of Economic and Community Development. We received notice that the Town of Berlin has been awarded a \$6,009.00 grant from the program. Staff requests that the Town Council appropriate the grant to account 504.10.1017.0.53474.12425, FY25 Supporting Arts Grant.

Action:

Move to appropriate a \$6,009.00 supporting Arts Grant to the FY25 Supporting Arts Grant Account in the Economic Development Fund.

Attachments:

None

Prepared By:

Chris Edge, Economic Development Director
Carrie Tszyka, Berlin-Peck Library

Agenda Item No. F-2
Request for Board of Finance Action

TO: The Board of Finance

FROM: Ryan Curley, Town Manager

DATE: February 10, 2025

SUBJECT: Approve the appropriation of funds from Land, Labor & Materials to Vehicle Reserve Account.

Summary of Agenda Item:

The Town of Berlin has sold surplus items utilizing the online auction site, "Public Surplus", with the proceeds of the sold items deposited to account 500.00.0000.8.45301.00000, Sale of Land, Labor & Materials in the Capital Projects Fund.

During Fiscal Year 24/25, the Fleet Department sold various vehicles listed below equaling a net of \$29,781.50. In an effort to assist in purchasing vehicles and equipment, Jim Simons, Fleet Manager is requesting to transfer these proceeds from the Sale of Land, Labor and Materials Revenue Account #500.00.0000.8.45301.00000 to the Vehicle Reserve Account #500.05.0507.0.54000.00012.

Power Box Asphalt Paver	\$ 330.00
Water Tanker	\$ 300.00
Onan 45kw Generator	\$ 725.00
Fisher Steel Caster Spreader	\$ 200.00
Fisher Steel Caster Spreader	\$ 200.00
2009 Ford Expedition	\$ 2,075.00
Viking Plow	\$ 113.50
Viking Plow	\$ 113.50
Viking Plow	\$ 113.50
2008 Chevy Silverado	\$ 3,450.00
2011 Ford F250 4x4 with Plow	\$ 3,550.00
2008 Dodge Stratus	\$ 310.00
2011 Ford Crown Victoria	\$ 1,076.00
2012 Ford F350 XL 4x4 with Plow	\$10,200.00
2015 Ford Expedition	\$ 4,900.00
2011 Ford Crown Victoria	<u>\$ 2,125.00</u>
Total	\$29,781.50

Funding:

No Funding Needed

Action Needed:

Move to appropriate \$29,781.50 from the Sale of Land, Labor, & Materials Revenue Account to the Vehicle Reserve Account in the Capital Nonrecurring Fund to be used for the purchase of vehicles.

Attachments:

None

Prepared By:

Jim Simons, Fleet Manager

Agenda Item No. F-3
Request for Board of Finance Action

TO: The Board of Finance

FROM: Ryan Curley, Town Manager

DATE: March 4, 2025

SUBJECT: Budget Transfers

SUMMARY OF AGENDA ITEM:

Over the course of each fiscal year, funds within the adopted General Fund budget are transferred between accounts for needs that have changed or opportunities that have arisen since the budget was adopted. No new money is being appropriated with this request. These items are summarized on the Budget Adjustments spreadsheet submitted with this action item.

FUNDING:

N/A – transfers between account – no new funding required

ACTION NEEDED:

Move to transfer \$23,740, as detailed on the accompanying spreadsheet to be attached to the minutes, to cover year-end transfers in identified accounts, pending approval by the Board of Finance.

ATTACHMENTS:

Budget Adjustments spreadsheet

PREPARED BY:

Kevin Delaney, Finance Director

Budget Adjustments
March 4, 2025

<u>Department</u>	<u>GL Account #</u>		<u>From</u>	<u>To</u>	<u>Explanation</u>
Registrars	001.05.0510.0.51115.00000	Elected Personnel		\$10,000.00	This transfer is to fund a one-time stipend to each Registrar (\$5k each) for additional hours worked for early voting in calendar year 2024.
	001.05.0507.0.51815.00000	Salary Continuation	\$ 10,000.00		Per the Berlin Town Charter, this transfer will be effective April 1, 2025. since it transfers between two departments.
Police	001.15.1532.0.53248.00000	Misc Equipment		\$13,740.00	The Berlin Police Department was awarded a federally-funded HRRR Speed Enforcement grant. Part of the funding will be used to purchase four (4) Stalker Radar Unit DSR2X devices for \$3,435 per device.
	001.15.1532.0.51420.00000	Grant Overtime	\$13,740.00		
GENERAL FUND TOTAL			<u>\$23,740.00</u>	<u>\$23,740.00</u>	
WATER CONTROL TOTAL			<u>\$0.00</u>	<u>\$0.00</u>	
CAPITAL PROJECTS TOTAL			<u>\$0.00</u>	<u>\$0.00</u>	
GRAND TOTAL			<u>\$23,740.00</u>	<u>\$23,740.00</u>	

Town of Berlin
Financial Status Report
Board of Finance Meeting of March 11, 2025

F-4

GENERAL FUND

	<u>FY 2025</u>	<u>FY 2024</u>	<u>Notes</u>	
<i>(budgeted amount excludes assigned fund balance)</i>				
Receipts				
Actual Receipts	\$96,632,440	\$93,545,380		
Budgeted Receipts	\$101,885,192	\$98,269,696		
% to Budget	94.8%	95.2%		
Current Year Tax Receipts	\$87,377,405	\$83,490,495		
Current Tax Budget	\$87,899,741	\$84,507,963		
Current Tax Levy <i>(99.3%/99.3% collection rates)</i>	\$88,519,377	\$85,103,689		
% to Current Budget	99.4%	98.8%		
% to Current Levy	98.7%	98.1%		
Adopted budget target %	99.3%	99.3%		
Expenditures <i>(excludes capital expenditures)</i>				
Actual Expenditures	\$67,979,951	\$65,756,050		
Budgeted Expenditures	\$103,205,521	\$100,612,696		
% to Budget	65.9%	65.4%		
	<u>Actual</u>	<u>Encumbered</u>	<u>Budget</u>	<u>Var to Budget</u>
Storm-related Overtime (51445)	\$93,900	\$14,018	\$102,451	(\$5,467)
Electricity (53102)	\$903,394	\$458,278	\$1,387,300	\$25,628
Refuse Disposal (53823)	\$1,030,228	\$511,776	\$1,797,176	\$255,172
Legal (53828)	\$243,745	\$165,857	\$410,000	\$399
Tax Refunds (53924)	\$81,002	\$0	\$215,000	\$133,998

	<u>Target Floor Fd Bal.</u>	<u>Actual Fund Bal.</u>	<u>Notes</u>
<u>INSURANCE FUNDS</u>			
Health Insurance Fund	\$2,928,544	\$3,225,216	The Health Insurance Fund balance is 27.5% of full year projected expenses - target floor reserve is 25%.
General Insurance Fund	\$1,000,000	\$2,070,335	The fund is used to pay Liability & Worker's Compensation insurance premiums for both the Town and BOE, on-going heart & hypertension claims from police officers, window/widower heart & hypertension claims, "fronting" reimbursable environmental remediation costs, small equipment claims where Town elects to self-insure and deductibles. Town policy is a \$1 million floor and ceiling at 5% of General Fund budget (or \$4,980,635 for FY24). Displayed fund balance is net of H&H reserve and encumbrances for self-insured claims.
TOTAL INSURANCE FUNDS	\$3,928,544	\$5,295,551	

Town of Berlin
Financial Status Report
Board of Finance Meeting of March 11, 2025

F-4

PENSION FUND

	<u>Closed Plan</u>	<u>Police Plan</u>	<u>Notes</u>
Total Liability (as of 7/1/2024)	\$4,622,155	\$8,405,533	The Closed Town of Berlin Retirement Income (Defined Benefit) Plan was amended for the last time effective July 1, 2000. As a result of this final amendment no new Town employees were eligible to participate in the plan.
			As of July 1, 2023, the Town of Berlin approved a new Defined Benefit Plan for Police Officer's only. Existing officers were given the option to remain in the Defined Contribution Plan or use their DC assets to "buy in" to the new Police DB Plan. All but two existing officers elected to "buy in" to the new Police DB Plan.
<u>Cash Balances:</u>			
Empower	\$4,855,656	\$0	
Webster	\$0	\$7,739,353	
	<u>\$4,855,656</u>	<u>\$7,739,353</u>	
Funding %	105.1%	92.1%	
Net Pension Asset/(Liability)	\$233,501	(\$666,180)	

ACTIVE CAPITAL PROJECTS

	<u>% Complete*</u>	<u>Project Balance**</u>	<u>Managed By</u>	<u>Department</u>	<u>Notes</u>
4-Bridge Rehabilitation	91%	\$0	Public Works	Public Works	Current Phase: close out with the State of CT
55 Steele Boulevard	43%	\$0	Economic Dev	Economic Dev.	Building 3 of 3 from Newport's original Farmington Ave plans
3-Road Project (CRCOG Pre-Funded Construction)	83%	\$0	Public Works	Public Works	Current Phase: finalize; any remaining balance is due back to State of CT
Kensington Road Bridge - Design Phase	41%	\$0	Public Works	Public Works	Current Phase: design (local funded); once project is approved by DOT, CRCOG grant will pre-funded for bid amount + contingency & incidentals
Willard HVAC Upgrades (ARPA Funds)	100%	\$0	PBC	Facilities	Current Phase: construction
Willard HVAC Upgrades (Local Funds)	8%	\$345,894	PBC	Facilities	Current Phase: construction
Police Station Renovation (ARPA Funds)	100%	\$0	PBC	Facilities	Current Phase: construction
Police Station Renovation (Grant Funds)	100%	\$0	PBC	Facilities	Current Phase: State reimbursement received; owe final CO at completion
Police Station Renovation (Bond Funds)	64%	\$39,742	PBC	Facilities	Current Phase: construction

* % complete represents invoices received versus total expected project cost - this metric will lag actual construction completion

** Capital projects fund balance includes encumbrances.

RECEIPTS

EXPENDITURES

TOTAL	\$0	\$0
<i>Total excluding Pension payouts</i>	<i>\$0</i>	<i>\$0</i>

Opportunities				
Description	Projected - Low	Projected - High	Probability	
RECEIPTS				
Building Inspection	\$200,000	\$400,000	Med/High	
EXPENDITURES				
Town wages & benefits (vacancies)	\$500,000	\$800,000	Med	
TOTAL	\$700,000	\$1,200,000		
NET RISKS/OPPORTUNITIES	\$700,000	\$1,200,000		
6/30/2024 General Fund Unassigned Fund Balance (audited)	\$17,437,699	\$17,437,699		
Non-Budgeted Appropriation of FY25 General Fund Unassigned Fund Balance:				
BWC/KFD/WFD Study	(\$140,000)	(\$140,000)		
Additional funding for 55 Steele Blvd remediation/construction	(\$360,000)	(\$360,000)		
Grant to Kensington Volunteer Fire Dept for purchase of land for driveway access	(\$75,000)	(\$75,000)		
Requested capital removed from FY25 Town Manager's budget proposal	(\$445,000)	(\$445,000)		
FY26 ADEC of closed defined benefit pension plan (based on 7/1/2024 valuation)	(\$295,617)	(\$295,617)		
Potential land acquisition on Chamberlin Highway (Blue Hills Cons. area)	TBD	TBD		
Projected 6/30/2025 General Fund Unassigned Fund Balance	\$16,822,082	\$17,322,082		
Projected 6/30/2025 GF Unassigned FB as a % of FY25 GF Budget	16.4%	16.8%		

Town of Berlin

Financial Status Report

Board of Finance Meeting of March 11, 2025

	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>TOTAL</u>	<u>YTD</u>
FY2019	55,212	74,521	82,025	142,845	81,705	58,331	97,213	71,442	119,187	72,239	90,498	100,562	1,045,780	663,294
FY2020	47,155	82,851	58,019	85,737	58,047	51,550	62,354	63,243	62,270	99,186	51,272	76,057	797,741	508,956
FY2021	48,132	56,105	61,099	53,775	54,553	64,397	66,910	57,967	78,281	82,029	27,123	107,013	757,385	462,939
FY2022	51,814	67,134	56,464	49,192	39,038	32,530	43,379	48,339	70,744	45,424	48,569	61,528	614,156	387,890
FY2023	43,842	57,446	67,243	57,167	52,526	61,072	45,590	26,033	53,655	60,131	55,054	54,550	634,309	410,919
FY2024	37,692	53,924	36,570	39,543	51,115	40,460	28,414	63,876	55,144	45,533	38,973	58,014	549,258	351,592
FY2025	44,725	33,730	46,286	19,917	42,715	30,298	37,848	34,361					289,880	289,880
CY vs. PY	7,033	(20,194)	9,715	(19,625)	(8,400)	(10,161)	9,435	(29,515)						

