

TOWN OF BERLIN
REGULAR BOARD OF FINANCE MEETING
July 29, 2025
Remote Only Meeting
7:00 P.M.

<https://berlinct-gov.zoom.us/j/4148724481?pwd=SkpBQmd1U0NoNTF5U0dWTXZGVUhUT09&omn=84371076282&from=addon>

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

A. CALL TO ORDER

B. ROLL CALL

C. PUBLIC COMMENTS

D. APPROVAL OF PRIOR MINUTES

July 8, 2025, Regular Meeting

E. NEW BUSINESS

1. Move to transfer \$192,000, 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.
2. Move to appropriate a \$61,750 State of Connecticut OSWA Grant to the Fontanella Property account in the Capital Non-Recurring Fund.
3. Finance Director update.

F. ADJOURNMENT

TOWN OF BERLIN
REGULAR BOARD OF FINANCE MEETING
July 8, 2025
“Doc” McIntosh Conference Room or Remote Meeting
7:00 P.M.

<https://berlincat.gov.zoom.us/j/4148724481?pwd=SkpBQmd1U0NoNTF5U0dWTXZGVUhiUT09&omn=87169103490&from=addon>

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 7:40 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

D. PUBLIC COMMENTS

None.

E. APPROVAL OF PRIOR MINUTES

June 4, 2025, Special Budget Meeting
June 10, 2025, Regular Meeting

Mr. Grady moved to approve the June 4, 2025, Special Budget Meeting.

Seconded by Mr. Fernandes.

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

Mr. Bordonaro abstained as he was not at the June 4, 2025 Special Budget Meeting.

Vote being 5-0-1. (MOTION CARRIED)

Mr. Grady moved to approve the June 10, 2025 Regular Meeting.

Seconded by Mr. Millerd.

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

Mr. Bordonaro and Mr. Paradis abstained as they were not at the June 10, 2025 Regular Meeting.

Vote being 4-0-2. (MOTION CARRIED)

F. NEW BUSINESS

1. Move to consider and act upon the following Ordinance:

The Original Resolution adopted December 12, 2023 by the Town Council entitled "AN ORDINANCE APPROPRIATING \$3,200,000 FOR HVAC UPGRADES TO MARY E. GRISWOLD ELEMENTARY SCHOOL (2023) AND AUTHORIZING THE ISSUE OF \$3,200,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION, AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE" (the "Original Resolution"), which is ratified, confirmed and adopted, is amended by increasing the appropriation by \$2,800,000 to a total of \$6,000,000, increasing the bond authorization by \$1,800,000 to a total of \$5,000,000 and authorizing the Town to fund the balance of the appropriation in the amount of \$1,000,000 with Town funds on hand.

Mr. Paradis moved to consider and act upon the following Ordinance:

The Original Resolution adopted December 12, 2023 by the Town Council entitled "AN ORDINANCE APPROPRIATING \$3,200,000 FOR HVAC UPGRADES TO MARY E. GRISWOLD ELEMENTARY SCHOOL (2023) AND AUTHORIZING THE ISSUE OF \$3,200,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION, AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE" (the "Original Resolution"), which is ratified, confirmed and adopted, is amended by increasing the appropriation by \$2,800,000 to a total of \$6,000,000, increasing the bond authorization by \$1,800,000 to a total of \$5,000,000 and authorizing the Town to fund the balance of the appropriation in the amount of \$1,000,000 with Town funds on hand.

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)

The commission reviewed an email from Attorney Jessica Gossarth Kennedy, Pullman & Comley, LLC. She is the town's bond council attorney regarding bond ordinance questions. Mr. Grady said this exceeds the \$5M ordinance. Mr. Fernandes said it is implied that as soon as you increase the ordinance that the HVAC project is going over \$5M. Finance Director Delaney said the attorney's interpretation is as long as the bonding piece does not exceed \$5M. Bonding is defined as any true bond money and grants. Grants use available bonding. Local money would not. It is \$5M in bonding and \$1M of local. Mr. Paradis said we are boxed on the funding side because of the timing of it. How long have they known about this bid. Chairman Bordonaro said it should of came up during our budget discussions. Finance Director Delaney said the bid came in high in early June. I stated in

the email that the town requires a referendum for all ordinances over \$5M. Attorney Gossarth Kennedy said the ordinance will need to be amended for the overall increase, however the referendum is triggered by the amount that the town wants to borrow. I forwarded the email to Attorney Donofrio to make sure the Bond Council and the town are in synch. Attorney Donofrio agreed based on section 6-10-6 of the charter. Mr. Millerd said it does not specify the amount of bonding in that section of the charter. Mr. Millerd supports the project and does not want to stop it from moving forward, but he has a serious issue with the attorney's interpretation of the Town Charter and wants that noted in the minutes. The other Board members agreed with Mr. Millerd's sentiment.

Finance Director Delaney said the original grant deadline to be substantially complete was December 31, 2025, but a one-year grant extension is allowed to make it December 31, 2026. The bid was written to handle both schools, but we can't move forward with Hubbard because there is not enough money left in that ordinance. This is an 18-month project and July 23rd is the earliest that we can award it. The HVAC chillers can take up to a year to receive them once they are purchased. Ms. McNair said we risk losing the state grant if everything does not fall into place. Mr. Grady added or if someone challenges this within 14 days.

Mr. Paradis asked if the contractor could begin on the Hubbard project. Finance Director Delaney said the construction part can be awarded but the other elements, electrical and mechanical, etc. are tied in and bid out together. We want to start moving on the project this summer and it is a different company working on each school.

Mr. Fernandes said if we were to lose everything, does the town have options to go after the contractor that provided an incorrect estimate. Finance Director Delaney said I'm not sure if they would be liable for stopping the project.

Finance Director Delaney said the PBC and Town Council had finalized the numbers. Mr. Paradis added that going from a \$3M project to a \$5M project is a lot. I support this because we have to push it through.

2. Move to approve a \$1,000,000 fiscal year 2025 non-budgeted appropriation of General Fund Unassigned Fund Balance to the Griswold-HVAC account in the Capital Non-Recurring Fund.

Mr. Paradis moved to approve a \$1,000,000 fiscal year 2025 non-budgeted appropriation of General Fund Unassigned Fund Balance to the Griswold-HVAC account in the Capital Non-Recurring Fund.

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)

3. Move to approve a fiscal year 2025 non-budgeted appropriation from the Berlin High School Construction Fund to the BHS Moisture account in the Capital Non-Recurring Fund

in the amount of \$164,748 to fund initial efforts to remediate a moisture issue at Berlin High School.

Mr. Paradis moved to approve a fiscal year 2025 non-budgeted appropriation from the Berlin High School Construction Fund to the BHS Moisture account in the Capital Non-Recurring Fund in the amount of \$164,748 to fund initial efforts to remediate a moisture issue at Berlin High School.

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. Millerd asked if there is no insurance coverage for this. Finance Director Delaney said no, there isn't insurance coverage, but the contractor that laid it down is now out of business. The town attorney is gathering information to determine if there is any legal option based on construction defects. Mr. Grady said they must rip the whole floor up due to mold under the tiles. Finance Director Delaney said the plan is to address it this summer while school is not in session. Mr. Paradis asked if that was affected when we did the High School reconstruction. Mr. Grady said the contractor put new flooring down on top of the old flooring that did not have the problem. The moisture problem was only on the lower section.

4. Move to transfer \$686,000, 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.

Mr. Paradis moved to transfer \$686,000, 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.

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 asked if there is anything unusual. Finance Director Delaney said there is a \$460k tax refund in there to one of our largest taxpayers. There was a building re-valuation done and the dispute was whether the building was being used for special purposes or as a standard office building. Both parties agreed to settle the dispute in lieu of a prolonged and costly trial.

5. Move to transfer \$140,500, 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.

Mr. Paradis moved to transfer \$140,500, 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.

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)

Ms. McNair asked about Timberlin personnel costs being higher than budgeted. Finance Director Delaney said one of the blue-collar workers doing work two job grades higher and it had to be rectified, plus there was a midyear minimum wage increase. There is \$40k listed and it will be moved to the CNR capital equipment account. It is fees that the golfers paid.

6. Finance Director update.

Finance Director Delaney said we are finishing over budget in building permit revenue and seeing a pick-up in real estate transactions. We will again break \$2M in interest income. The VNA revenue came in a bit short at \$415k vs. \$450k. Timberlin came in about \$30k over and we hope that the sand trap project moves forward in the fall. Four bid responses came in within range, but the lowest bid seems problematic and needs to be reviewed by our attorney.

The health insurance and general insurance funds continue to be strong. Pension funds are also strong. The town received a carbon reduction grant to help pay for sidewalks around the school areas. It is only in design phase now and will come back to the Board of Finance. Fund balance remains at 14%.

Mr. Paradis asked for the timing on the moisture expenses. Finance Director Delaney said we want to do that piece this summer to address the problem and then the rest of the project will be done next summer. Mr. Grady added that the lower-level floors would be done first.

Finance Director Delaney proposed meeting on July 29 and the Board of Finance agreed.

G. ADJOURNMENT

Mr. Millerd moved to adjourn at 8:46 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

From: Jeffrey Donofrio <JDonofrio@cd-llp.com>
Date: June 11, 2025 at 10:23:16 AM EDT
Subject: RE: Berlin Bond Ordinance Questions

Yes, I concur (based on 6-10-6 of the Charter).
Thanks.

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Jeffrey M. Donofrio, Esq.
Ciulla & Donofrio, LLP
127 Washington Avenue
North Haven, CT 06473
Tel.: (203) 239-9828
JDonofrio@cd-llp.com
www.cd-llp.com

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From: Kevin Delaney <kdelaney@berlinct.gov>
Sent: Wednesday, June 11, 2025 10:10 AM
To: Jeffrey Donofrio <JDonofrio@cd-llp.com>
Cc: Ryan Curley <rcurley@berlinct.gov>
Subject: Fw: Berlin Bond Ordinance Questions

-
Hi Jeff,

-
Below is an email exchange I had with bond counsel regarding the remaining school HVAC projects and the Charter trigger of an automatic referendum at \$5 million. Do you agree with Jess's opinion that the automatic referendum is triggered by the bonding/grants and any General Fund appropriation would not trigger an automatic referendum? This would necessitate increasing the bond ordinance over \$5 million but as long as the borrowing/grants do not exceed \$5 million, then the automatic referendum is not triggered.

Attached is the spreadsheet I referenced in my email to Jess. These are the preliminary results of the HVAC projects.

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Thanks,

-
Kevin Delaney
Director of Finance & Treasurer
Town of Berlin
240 Kensington Road
Berlin, CT 06037
(860) 828-7044
kdelaney@berlinct.gov

From: Grossarth Kennedy, Jessica <JKennedy@pullcom.com>
Sent: Wednesday, June 11, 2025 9:33 AM
To: Kevin Delaney <kdelaney@berlinct.gov>; Dawson, Sandra D. <SDawson@pullcom.com>
Subject: RE: Berlin Bond Ordinance Questions

-
Yes. For example, if the total appropriation is \$6M, and the bonding authorization is \$5M and the balance of \$1M was to be paid by your general fund, no referendum is needed because the referendum is triggered by the amount you would need to borrow up to and here that would be \$5M. I say "up to" because any grants would offset that \$5M and you would borrow the net amount. We would need to amend the ordinance to cover the increased appropriation and how you intend to fund that increase (by the general fund).

Jessica Grossarth Kennedy, Esq.
Pullman & Comley LLC
T 203 330 2215 • jkennedy@pullcom.com

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From: Kevin Delaney <kdelaney@berlinct.gov>
Sent: Wednesday, June 11, 2025 9:24 AM
To: Grossarth Kennedy, Jessica <JKennedy@pullcom.com>; Dawson, Sandra D. <SDawson@pullcom.com>
Subject: Re: Berlin Bond Ordinance Questions

-
Thanks Jess.

Would it be correct for me to state that a bond ordinance may exceed \$5 million without going to referendum as long as the amount bonded does not exceed \$5 million. In this case, the State/Federal grants would be included in the ordinance amount (over \$5 million) but excluded in calculating the amount that triggers an automatic referendum?

Attached is the bid/funding summary sheet for the two HVAC projects. It might be easier to talk in actual numbers. In this case, only the amount under the "Bonding" column would trigger an automatic referendum - if that number goes over \$5 million?

Thanks,

Kevin Delaney

Director of Finance & Treasurer

Town of Berlin

240 Kensington Road

Berlin, CT 06037

(860) 828-7044

kdelaney@berlinct.gov

From: Grossarth Kennedy, Jessica <JKennedy@pullcom.com>

Sent: Wednesday, June 11, 2025 9:17 AM

To: Kevin Delaney <kdelaney@berlinct.gov>; Dawson, Sandra D. <SDawson@pullcom.com>

Subject: Re: Berlin Bond Ordinance Questions

Hi Kevin,

Yes, grants are applied against the total authorization with the goal of reducing that borrowing.

If the project costs have gone up and the town needs to appropriate more, the ordinance will need to be amended to reflect that overall increase. However, the referendum is triggered by the amount the Town wants to borrow. It doesn't sound like you need to borrow more than the \$5M regardless. The amended ordinance would increase the overall appropriation and state the amount to be bonded and separately the amount to be funded by the general fund. The procedure would be an amended and restated ordinance through the same approval process as the first one so this new ordinance would totally supersede the old one.

Please let me know if you have any other questions and what the town decidedly to do.

Jess

From: Kevin Delaney <kdelaney@berlinct.gov>

Sent: Tuesday, June 10, 2025 11:35:18 AM

To: Grossarth Kennedy, Jessica <JKennedy@pullcom.com>

Subject: Berlin Bond Ordinance Questions

-
Hi Jess,

-
The Town of Berlin opened the bids for two HVAC upgrade projects and the bids are at the top of the ordinance amount or over. I want to make sure I provide accurate direction on next steps (or options for next steps).

- Grants (State and Federal) count against the ordinance amount, correct?
- Section 2 of the ordinance references "or other funds of the Town available for the Project...". Does that mean if the Town of Berlin appropriates fund balance to cover the amount over the ordinance amount, and the total (local + bond funds) exceeds \$5 million that the ordinance is considered over \$5 million? The Town Charter requires a referendum for all ordinances over \$5 million.
- If we need to increase the ordinance amount, is that a modification to the existing ordinance or do we approve a new ordinance for the additional amount?

-
Thanks,

-
Kevin Delaney

Director of Finance & Treasurer

Town of Berlin

240 Kensington Road

Berlin, CT 06037

(860) 828-7044

kdelaney@berlinct.gov

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

TO: The Board of Finance
FROM: Ryan Curley, Town Manager
DATE: July 15, 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 \$192,000, 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
Budget Change forms

PREPARED BY:

Kevin Delaney, Finance Director

Budget Adjustments
July 22, 2025

Department	GL Account #		From	To	Explanation
Police	500.15.1532.0.54000.00004	Police Vehicles		\$39,000.00	The NexGen 5-year contract expired after FY24. This change was not known at the time the FY25 budget was developed, so the funds remain. This request is to use the remaining funds in the Police Department budget to help fund the purchase and to equip a new Police vehicle.
	001.15.1532.0.53813.00000	Computer Support	\$39,000.00		
Public Buildings	001.20.2038.0.53219.00000	Operating Materials		\$15,000.00	Due to issues that arose late in the fiscal year and required immediate attention, the operating materials account is likely to exceed the adopted budget.
	001.20.2038.0.53105.00000	Natural Gas	\$15,000.00		
Public Buildings	500.20.2038.0.54000.00315	ADA Improvements		\$25,000.00	During FY25, requests were made at the Senior Center and the Community Center for power assist devices for the restroom doors. Implementing these changes leaves the ADA Improvements account with less than \$1k. This request is to replenish the account so staff may continue to make smaller ADA improvements in town buildings for the benefit of residents who need assistance.
	001.20.2037.0.51400.00000	Overtime	\$10,000.00		
	001.25.2542.0.51530.00000	Recreation Program Help	\$15,000.00		
Public Buildings	001.20.2038.0.53814.00000	Contractual Services		\$15,000.00	Due to issues that arose late in the fiscal year and required immediate attention, the Contractual Services account is likely to exceed the adopted budget.
	001.20.2038.0.53105.00000	Natural Gas	\$15,000.00		
Golf Course	001.25.2543.0.53208.00000	Equipment		\$8,000.00	The tent that encloses the outside eating area at Timberlin needed to be replaced before the spring 2025 season began. As a result, the Equipment GL line was higher than the adopted budget.
	001.25.2543.0.51400.00000	Overtime	\$4,000.00		
	001.25.2543.0.51135.00000	Blue Collar Personnel	\$2,000.00		
	001.25.2543.0.51100.00000	Department Head	\$2,000.00		
Schools	001.35.3561.0.53102.00000	Electricity		\$50,000.00	Due to State surcharges and higher volume during peak periods, the Schools Electricity account was higher than the adopted budget amount.
	001.05.0504.0.53924.00000	Tax Refunds	\$25,000.00		
	001.15.1532.0.52200.00000	Pension	\$25,000.00		
Schools	001.35.3561.0.53219.01730	Operating Materials - Facilities		\$15,000.00	Due to issues that arose late in the fiscal year and required immediate attention, the operating materials account at the schools exceeded the adopted budget.
	001.35.3561.0.51300.00000	Health Aides	\$15,000.00		
Schools	001.35.3561.0.53814.01730	Contractual Services - Facilities		\$25,000.00	Due to issues that arose late in the fiscal year and required immediate attention, the contractual services account at the schools exceeded the adopted budget.
	001.15.1532.0.52100.00000	Social Security	\$25,000.00		
GENERAL FUND TOTAL			<u>\$192,000.00</u>	<u>\$192,000.00</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>\$192,000.00</u>	<u>\$192,000.00</u>	

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

TO: The Board of Finance

FROM: Ryan Curley, Town Manager

DATE: October 9, 2024

SUBJECT: Appropriate a \$61,750 State of Connecticut OSHA Grant

SUMMARY OF AGENDA ITEM:

With the encouragement of the Berlin Land Trust (BLT), the Town is pursuing the acquisition of the property known as Map 25-4, Block 74 Lot 49, 0 Chamberlain Highway. This 15.74-acre parcel is owned by Amy Hurley and Mary Kate Fontanella and is contiguous to the Town's 420-acre Blue Hills Conservation Area. The owner is willing to sell the parcel to the Town for \$100,000. BLT has pledged to contribute \$20,000 toward the purchase price and has indicated that it may use up to \$7,000 of that amount for due diligence costs.

The Town Assessor's market value for the property is \$282,100 but the property falls under Public Act 490, which is Connecticut's law (Connecticut General Statutes Sections 12-107a through 107-f) that allows farm, forest, or open space land to be assessed at its use value rather than its fair market or highest and best use value (as determined by the property's most recent "fair market value" revaluation) for purposes of local property taxation. The net assessment for the property is \$9,365. The market value of the property, for purposes of the grant, will be determined by a yellow book appraisal and a review appraisal. If the purchase price for the property supports that the Fair Market Value of the property is \$100,000 or more, then the projected Town costs for acquisition of the property could be offset by a state grant of up to \$65,000 and a Berlin Land Trust contribution of \$20,000. This would leave a net cost for the Town of acquisition for the Town of \$15,000 plus the cost of due diligence (appraisal, appraisal review, survey, title search and title insurance policy, legal, and environmental review) that is estimated at \$15,000 so the total Town cost would be around \$30,000 or about \$2,000 per acre. The Conservation Commission supports the proposed property acquisition.

There was discussion about adding off-street parking at the south end of Summit Wood Drive on adjacent Town property, but it was decided that no added parking is needed here at this time because there is not a trailhead at this location. Public access to this section of the Metacomet Trail in this area from Chamberlain Highway via an access and parking easement that the Town has on and through 2215 Chamberlain Highway. There is on-street parking on Summit Wood Drive and Linden Drive. Also, hikers of this section of the trail often park along Chamberlain Highway in Meriden where the Metacomet Trail cross Chamberlain Highway. To access the Metacomet trailhead at the intersection of Orchard Road and Kensington Road, hikers could park at the Scheer Property parking area at the Community Garden. The Conservation Commission has also proposed adding a parking area at the location of the existing barns near this Orchard Road and Kensington Road trailhead at Town owned Map 20-3, Block 74C, Lot 14.

Acquisition of the property would expand the area of Blue Hills Conservation Area and preserve an additional portion of the scenic ridgeline that runs east of Chamberlain Highway in south Kensington. The Blue Hills Conservation Area is part of a larger open space corridor that extends south over City of Meriden and Meriden Water Department land to Castle Craig and then back to Edgewood Road in Berlin. The larger open space area is traversed by the New England National Scenic Trail (NET)/Metacomet trail and the path of the Trail in this area is on public land. The Metacomet Trail is not located on the 0 Chamberlain Highway property. There was discussion about scenic side trail off the Metacomet trail to this property, but the consensus is not to add a trail at this time.

FUNDING:

State of Connecticut Open Space & Watershed Land Acquisition Grant
Funds will be appropriated to the Fontanella Property account (516.25.2545.0.54000.01627) in the CNR Fund

ACTION

Move to appropriate a \$61,750 State of Connecticut OSHA Grant to the Fontanella Property account in the Capital Non-Recurring Fund.

ATTACHMENTS:

Grant Award Letter
Fontanella Property Maps

PREPARED BY:

Chris Edge, Economic Development Director



STATE OF CONNECTICUT
GOVERNOR NED LAMONT

July 7, 2025

Mr. Ryan Curley, Town Manager
Mr. Chris Edge, Economic Development Director
Town of Berlin
240 Kensington Road
Berlin, CT 06037

RE: Fontanella Property, Berlin

Dear Mr. Curley and Mr. Edge,

We are pleased to inform you that your proposed acquisition of the Fontanella Property, in the Town of Berlin, was approved for funding under the State of Connecticut Open Space and Watershed Land Acquisition Grant Program (OSWA).

The Open Space and Watershed Land Acquisition Program is administered by the Department of Energy and Environmental Protection (DEEP). Your application has been reviewed and approved for an amount not to exceed \$61,750.00. This amount is contingent upon verification of all material facts contained in the grant application and execution of an Open Space and Watershed Land Acquisition Grant Agreement, containing such terms as are acceptable to the Commissioner and which conform to the requirements of Section 7-131d of the Connecticut General Statutes.

Each grant application was evaluated using a number of criteria including natural resource and recreational value, climate change mitigation and adaptation, funding availability, public access, environmental equity and justice and past OSWA grant compliance.

In the coming weeks, you will receive written instructions and background materials from DEEP on the next steps in the grant award process. Resolution of any minor noncompliance from past OSWA grants and/or public access compliance for this project, will be addressed in DEEP's follow-up letter.

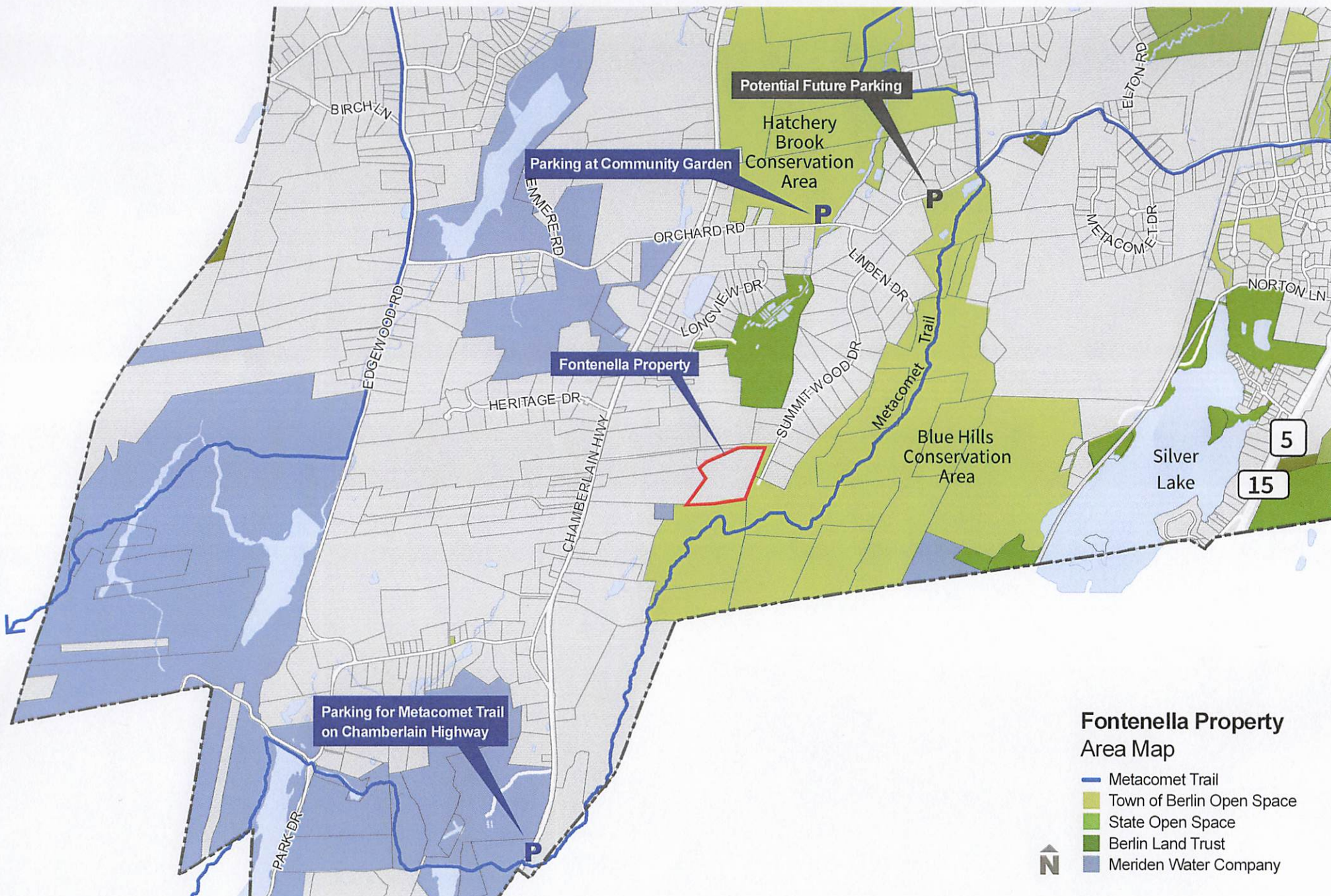
We look forward to partnering with you to preserve this important and valuable open space parcel. The Open Space and Watershed Land Acquisition Program and sponsors like you ensure that the quality of life and natural resources we all enjoy will be protected now and for future generations.

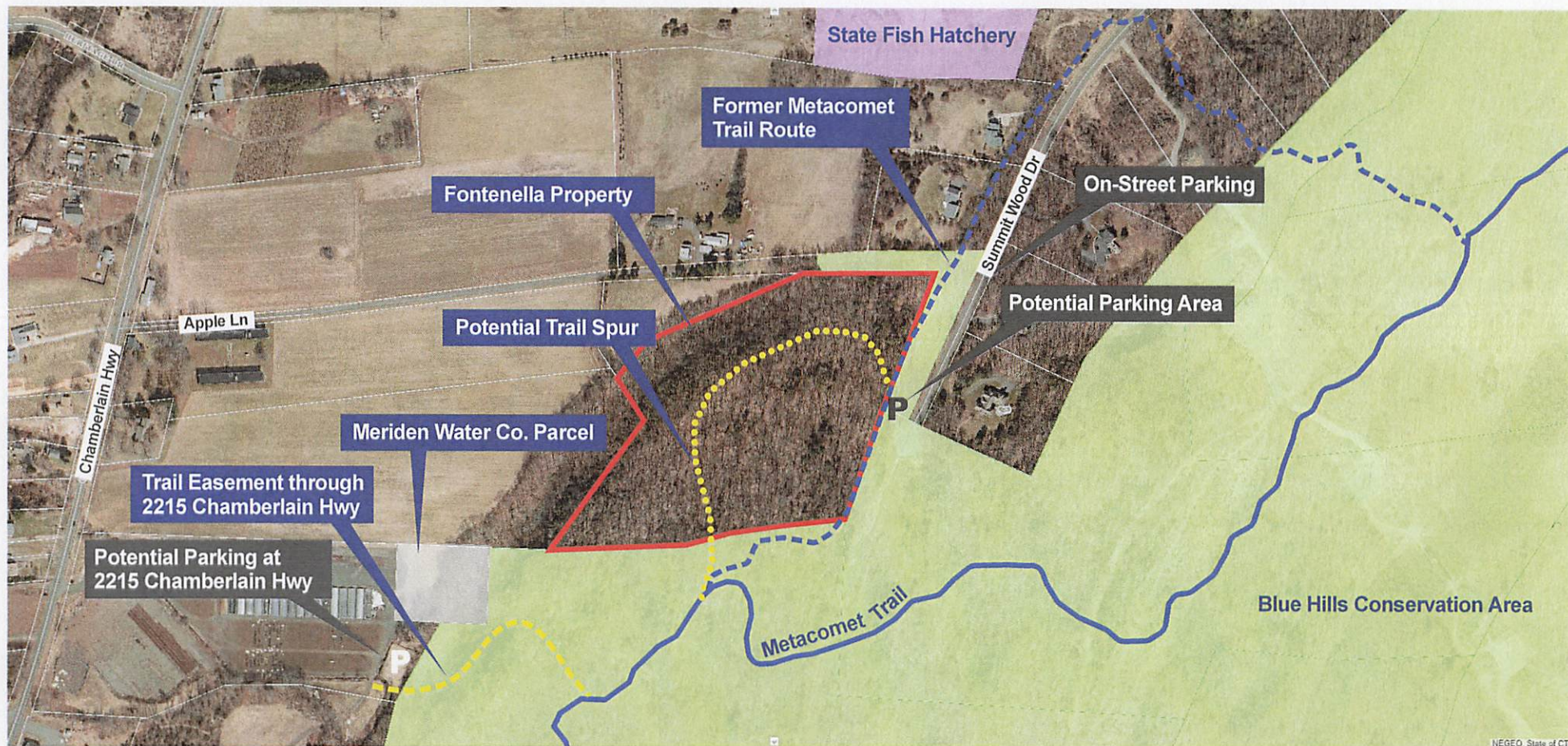
If have any questions, please contact Allyson Clarke at the DEEP Office of Land Acquisition and Management at (860) 595-7469 or Allyson.Clarke@ct.gov.

Sincerely,

Ned Lamont, Governor
State of Connecticut

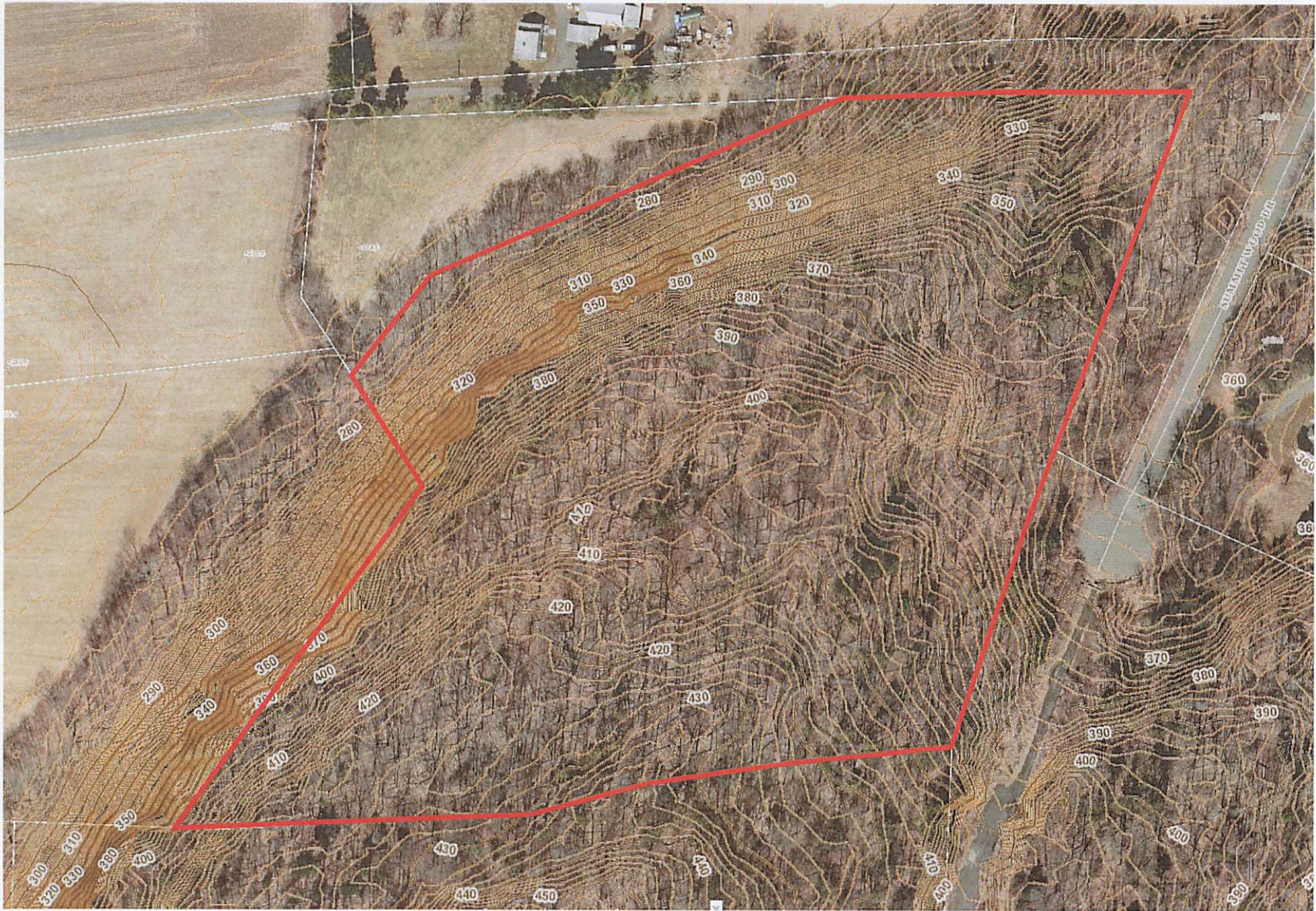
Katherine S. Dykes, Commissioner
Department of Energy and Environmental Protection





Fontenella Property
Site Map





Fontenella Property
Topography Map



VNA Financial Results
YTD JUNE
FY 2024-25

	FY 2025			FY 2024			FY25 to FY24
	<u>Budget</u>	<u>YTD Act</u>	<u>% of Budget</u>	<u>Budget</u>	<u>YTD Act</u>	<u>% of Budget</u>	<u>Var to Budget</u>
Revenue:							
Public Health Nursing	\$450,000	\$418,014	92.9%	\$700,000	\$533,307	76.2%	16.7pp
Summer/Field Trips	\$12,000	\$31,913	265.9%	\$12,000	\$32,859	273.8%	-7.9pp
	<u>\$462,000</u>	<u>\$449,927</u>	<u>97.4%</u>	<u>\$712,000</u>	<u>\$566,166</u>	<u>79.5%</u>	<u>17.9pp</u>
Expenditure:							
Wages/Salaries	\$557,051	\$546,562	98.1%	\$850,780	\$786,340	92.4%	-5.7pp
Fringe Benefits	\$238,264	\$222,045	93.2%	\$355,761	\$323,247	90.9%	-2.3pp
53201 - Supplies	\$5,500	\$2,920	53.1%	\$7,700	\$4,518	58.7%	5.6pp
53208 - Equipment (New)	\$0	\$0	N/A	\$0	\$0	N/A	N/A
53276 - Medical Supplies	\$6,510	\$4,069	62.5%	\$6,510	\$4,173	64.1%	1.6pp
53440 - Public Education	\$3,000	\$3,140	104.7%	\$3,000	\$1,274	42.5%	-62.2pp
53606 - Telemonitor Lease	\$0	\$0	N/A	\$6,000	\$1,440	24.0%	N/A
53730 - Insurance	\$540	\$0	0.0%	\$0	\$0	N/A	N/A
53810 - Background checks	\$2,000	\$213	10.6%	\$1,000	\$319	31.9%	21.3pp
53813 - Computer Support	\$44,740	\$38,829	86.8%	\$42,640	\$37,185	87.2%	0.4pp
53819 - Medical Services	\$70,000	\$36,498	52.1%	\$102,000	\$40,027	39.2%	-12.9pp
53902 - Telephone	\$7,000	\$5,363	76.6%	\$9,000	\$6,193	68.8%	-7.8pp
53903 - Copiers	\$2,500	\$1,572	62.9%	\$3,650	\$1,620	44.4%	-18.5pp
53916 - Professional Development	\$0	\$0	N/A	\$2,850	\$1,106	38.8%	N/A
53920 - Professional Services	\$57,000	\$50,082	87.9%	\$21,300	\$27,774	130.4%	42.5pp
53940 - Advertising	\$8,100	\$1,671	20.6%	\$6,000	\$4,359	72.7%	52.0pp
53943 - Mileage	\$3,000	\$2,377	79.2%	\$6,000	\$1,413	23.5%	-55.7pp
53944 - Organizational Fees	\$17,500	\$6,685	38.2%	\$18,170	\$15,361	84.5%	46.3pp
53945 - Training	\$10,000	\$9,599	96.0%	\$10,000	\$7,334	73.3%	-22.6pp
	<u>\$1,032,705</u>	<u>\$931,624</u>	<u>90.2%</u>	<u>\$1,452,361</u>	<u>\$1,263,683</u>	<u>87.0%</u>	<u>-3.2pp</u>
NET INCOME	<u>(\$570,705)</u>	<u>(\$481,697)</u>	<u>84.4%</u>	<u>(\$740,361)</u>	<u>(\$697,517)</u>	<u>94.2%</u>	<u>-9.8pp</u>