

3 PRIMROSE STREET  
NEWTOWN, CT 06470  
TEL. (203) 270-4221

BOARD OF FINANCE  
MINUTES  
REGULAR MEETING  
3 Primrose Street – Council Chambers  
Thursday, August 26, 2021 at 7:30 p.m.

*These minutes are subject to approval by the Board of Finance*

Present: Keith Alexander, John Madzula, Ned Simpson and Sandy Roussas

Absent: Chris Gardner

Also Present: First Selectman Dan Rosenthal, Finance Director, Bob Tait, BOE Chair, Michelle Ku, BOE Member, Deb Zukowski, and seven members of the public

Keith Alexander called the meeting to order at 7:32 p.m. Attendees saluted the American Flag.

**Voter Comments**

Barbara O'Connor, 36 Little Brooke Lane, spoke in favor of the approval of Chandravir Ahuja for the open BOF position.

Jennifer Padilla, 32 Glen Road, spoke as a parent of Hawley and encouraged the Board to move the Hawley HVAC resolution tonight.

Deb Zukowski, 4 Cornfield Ridge Road, spoke on behalf of herself (not as a member of the BOE) regarding the BOE Year End Transfer to Non Lapsing. Mrs. Zukowski shared the BOE approved a transfer of \$27,238; however, an unexpected amount of \$20,377 designated specifically to Special Ed came to fruition at the BOE meeting held this past Tuesday. Mrs. Zukowski encouraged the BOF to approve the BOE transfer tonight.

**Communications**

Chair Alexander noted the correspondence report (see attached).

Ned Simpson shared that the BOE article about The Town Building Inventory and Planning Committee explained the group and its purpose nicely.

**Minutes**

Sandy Roussas moved to approve the minutes of July 22nd, 2021. John Madzula seconded. All in favor and motion passes.

**First Selectman's Report**

The First Selectman reported that the BOS approved to sell the Main Street property. He also shared he was approved to authorize the sale of 6 Commerce Road, which resulted in a \$3.1MM sale of which 8 of the 41 acres will be developed.

**Finance Director's Report**

Finance Director, Bob Tait, reported on the Year End transfers containing revenue and expenditures for the fiscal year ending June 30<sup>th</sup> 2021 (see attached). There is a Fund Balance of \$1.7MM as well as a shortfall revenue of \$684,000, which shows as favorable. Page 11 shows year end \$1.9MM that will transfer to Capital Non-Recurring. Estimated Undesignated Fund Balance began at \$16.2MM, which represents ~13%

of budget amount (see attached). The Town has ~\$1.4MM that may be transferred out to Capital Non-Recurring similar to last year.

Ms. Roussas asked what the Fund Balance account will be if the transfer is approved and in what ways will it be spent. Mr. Tait responded by saying the total balance will be ~\$1.4MM and the planning of spending needs to be discussed further.

### **New Business**

#### *Year End Transfers and Re-Appropriations*

Finance Director, Bob Tait, shared with the Board that most of the transfers seen tonight are between departments and noted the transfers on page 5 represent accounts with balances moving to the Transfer Out Account. Mr. Tait explained the break down of the \$927,000 transfer (see attached). The First Selectman commented regarding the Lions Club project for a handicap playground at Dickinson Park in the amount of \$90,000.

Sandy Roussas moved to approve the 2020-2021 Year End transfers as presented by the Finance Director. Ned Simpson seconded. All in favor and motion passes.

#### *Resolution (See attached)*

Sandy Roussas moved the RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$8,000,000 FOR THE PLANNING, DESIGN, ENGINEERING AND INSTALLATION OF A VENTILATION SYSTEM AND HVAC RENOVATIONS AT HAWLEY SCHOOL AS AUTHORIZED IN THE CAPITAL IMPROVEMENT PLAN (2021-22 TO 2025-26) AND AUTHORIZING THE ISSUANCE OF \$8,000,000 BONDS OF THE TOWN TO MEET SAID SPECIAL APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE and further moved to waive the reading of the entire resolution. John Madzula seconded. All in favor and motion passes.

Ms. Roussas commented that this conversation has been going on for quite some time and ultimately should be brought to the Public for a vote in November. Mr. Simpson feels the Town would benefit more to spend money on new contemporary schools. Because he isn't sure what this money will buy, he would like to see something similar to the CIP as a review to see how the money is being spent. Ms. Roussas commented that the Police Project was not under the same scrutiny. The First Selectman noted having future conversations about using some of the funds the Town will receive from the American Rescue Plan towards offsetting this cost. Mr. Madzula agreed with Ms. Roussas on her sentiments towards moving this to referendum and disagreeing with Mr. Simpson.

#### *Resolution 2*

Sandy Roussas moved the RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$500,000 FOR THE PLANNING, DESIGN, ENGINEERING, RECONSTRUCTION AND CONSTRUCTION OF TOWN ROADS AS AUTHORIZED IN THE CAPITAL IMPROVEMENT PLAN (2021-22 TO 2025-26) AND AUTHORIZING THE ISSUANCE OF \$500,000 BONDS OF THE TOWN TO MEET SAID SPECIAL APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE and further moved to waive the reading of the entire resolution. John Madzula seconded. All in favor and motion passes.

#### *2020-2021 BOE Year End Transfer to Non Lapsing*

Chair Alexander made a recommendation to the Legislative Council that the BOF transfer the unexpected funds from the BOE 2021-2022 budget year in the amount of \$27,238 to be deposited into Non Lapsing Account as well as the \$20,377 designated specifically to Special Education.

Sandy Roussas moved to recommend to the Legislative Council that the BOF transfer the unexpected funds from the BOE 2021-2022 budget year in the amount of \$27,238 to be deposited into Non Lapsing Account as well as the \$20,377 designated specifically to Special Education. John Madzula seconded. All in favor and motion passes.

*Discussion and Possible Action to Review Candidate(s) for Open BOF Position*

Chair Alexander shared with the Board that Matt Mihalcik resigned from the BOF last week. According to the Charter, the BOF members need to fill the position within 30 days. The Republican Town Committee (RTC) recommended Chandravir Ahuja to fill the position. Mr. Alexander shared he felt more than one candidate is important to give the BOF a choice; however, the RTC only recommended one candidate. Ms. Roussas stated she felt the BOF should follow the recommendation of the RTC, so the BOF has a full Board with the upcoming CIP work. Mr. Madzula agreed.

Sandy Roussas made a motion to appoint Chandravir Ahuja to fill the vacancy left by Matt Mihalcik following his resignation for a period to the end of this term. John Madzula seconded. Mr. Ahuja introduced himself to the Board and discussed his credentials both personal and professional. All in favor and motion passes.

**Unfinished Business**

*Discussion and Possible Action on Recommendations for BOE Non-Lapsing Account*

Mr. Simpson shared some of the information from a July meeting of the Non Lapsing Joint Board meeting. Mr. Simpson noted that certain points were made such as the Non Lapsing Account should not become the new funding path, designating funds doesn't change the need for approval and whether there should be a cap on the amount in the fund. The Board discussed further. Mr. Madzula commented that the funds state for educational purposes and he finds it hard to define that. He is unsure of a cap. Mr. Alexander noted that discussing a cap is possible if the lawyers think it's plausible. Ms. Roussas reads the Statute that there is no cap. She stated that if there is no cap she would like to see more detail and if there is a cap there should be more flexibility. Ultimately, she would like to the process to be easier.

Mr. Simpson noted that after discussion there was a consensus that funds designated on their way in can be approved, but don't need to be approved on their way out up to \$200,000. Mr. Simpson also commented there was further consensus about the funding path other than first year CIP and no overall cap on the account.

*Discussion of 10 Year Budget Forecast and Assumptions*

Mr. Simpson reiterated that per Wes Thomspson's professional recommendation, commercial development will not help the grand list as many think. The Board will discuss this in the future as the need arises.

**Voter Comments**

Deb Zukowski, 4 Cornfield Ridge Road, spoke only on her behalf (not as a member of the BOE) regarding the Non Lapsing Account Policy. She spoke to how the administrative regulation was authored and the importance to interact faithfully for the funds going in as well as the funds going out. She spoke in favor of Board collaboration and emphasized an agreement that doesn't micromanage and utilizes best practices with checks and balances.

Michelle Ku, 28 Platts Hill Road, thanked the Board for it's unanimous approval of the Hawley HVAC project. Dr. Ku commented about the history of the Hawley HVAC project as it has existed nearly 20 years noting the hundreds or thousands of volunteer hours addressing this project. She also noted the importance of this approval given there are other schools in need of a similar project in the future.

**Announcements**

None

**Adjournment**

Sandy Roussas made a motion to adjourn. John Madzula seconded. All members were in favor and the meeting was adjourned at 9:41pm.

Respectfully submitted,  
Kiley Morrison Gottschalk, Clerk

**Attachments**

Correspondence Report  
Year End Transfers and Re-appropriations  
Capital Road Program Resolution  
Hawley HVAC Resolution  
BOE Non-Lapsing Documents  
Open BOF Position Documents

Newtown Board of Finance - Communications Report - 2021-08-26

<b>From</b>	<b>Date</b>	<b>Subject</b>
Deborra Zukowski (BOE Member)	06/29/2021	My status on the Non-Lapsing Account Work Group
Michelle Ku (BOE Chair)	06/29/2021	Re: My status on the Non-Lapsing Account Work Group
Andrew Buzzi (Charter Revision)	07/20/2021	RE: BOF meeting offers to Charter Revision
Wes Thompson (EDC Chair)	07/23/2021	Fw: Newtown Bee editorial
Debbie Halstead (Town Clerk)	07/27/2021	BOE Collective Bargaining Agreements Update (filed)
Michelle Ku (BOE Chair)	07/31/2021	Education Non-Lapsing Account
Wes Thompson (EDC Chair)	08/02/2021	Commercial Revenue correction discussion
Paul Lundquist (LC Chair)	08/02/2021	Re: Education Non-Lapsing Account
Paul Lundquist (LC Chair)	08/17/2021	LC Request to BOF: Recommendations on Special Appropriations
Carey Schierloh (RTC-Candidates)	08/19/2021	Board Appointment
Carey Schierloh (RTC-Candidates)	08/23/2021	RE: Board Appointment
Debbie Halstead (Town Clerk)	08/24/2021	RE: Resignation of BOF Member
Debbie Halstead (Town Clerk)	08/25/2021	RE: Resignation of BOF Member
Paul Lundquist (LC Chair)	08/25/2021	Request for Recommendation on BOE Non-Lapsing Account
Dan Cruson (BOE Member)	08/25/2021	Board of Education District Highlights Issue 5

<b>To</b>	<b>Date</b>	<b>Subject</b>
Matt Mihalcik	08/18/2021	RE: Mihalcik resignation
Carey Schierloh (RTC-Candidates)	08/20/2021	RE: Board Appointment
Carey Schierloh (RTC-Candidates)	08/23/2021	RE: Board Appointment
Debbie Halstead (Town Clerk)	08/23/2021	Resignation of BOF Member
Debbie Halstead (Town Clerk)	08/24/2021	RE: Resignation of BOF Member
Paul Lundquist (LC Chair)	08/25/2021	RE: Request for Recommendation on BOE Non-Lapsing Account



**NEWTOWN PUBLIC SCHOOLS**  
**3 PRIMROSE STREET**  
**NEWTOWN, CT 06470**

OFFICE OF THE SUPERINTENDENT  
(203) 426-7620  
FAX (203) 270-6199

BUSINESS OFFICE  
(203) 426-7618  
FAX (203) 270-6110

August 25, 2021

Paul Lundquist  
148 Currituck Road  
Newtown, CT 06470

Dear Paul,

On Tuesday, August 24, 2021 the Newtown Board of Education unanimously passed the following:

Move that the Board of Education request of the Legislative Council that the unexpended funds from the 2020-2021 fiscal year budget appropriation in the amount of \$27,238 be deposited into the Non-Lapsing account, established in accordance with Connecticut General Statute Section 10-248a, for educational purposes and that \$20,377 of that amount be designated for Special Education. The source of these funds are detailed in the year-end financial report as approved by this Board of Education.

The \$27,238 should be added to the prior deposits that were made to the Non-Lapsing account.

Please do not hesitate to call me if I can offer any further explanation on this request.

Respectfully,

Dr. Lorrie Rodrigue  
Superintendent of Schools

Town of Newtown 2020-21 Fiscal Year End Budget Transfer Request									PAGE 1 OF 6
							Transfers		
<u>Department</u>	<u>Account Number</u>	<u>Account Name</u>		<u>From</u>	<u>To</u>				
Tax Collector	101-11-140-0000-5115	Salaries - Part Time		1,000					
Tax Collector	101-11-140-0000-5110	Salaries - Regular			1,000				
				1,000	1,000				
	<u>EXPLANATION:</u>								
	Inter-departmental transfer. Employee received a \$1,000 bonus for passing a certification course.								
	\$1,000 bonus is past practice. Amount available in part time account due to open position.								
							Transfers		
<u>Department</u>	<u>Account Number</u>	<u>Account Name</u>		<u>From</u>	<u>To</u>				
Information Tech	101-11-205-0000-5611	Office supplies		105					
Information Tech	101-11-205-0000-5301	Fees & Professional Services			105				
				105	105				
	<u>EXPLANATION:</u>								
	Inter-departmental transfer.								
							Transfers		
<u>Department</u>	<u>Account Number</u>	<u>Account Name</u>		<u>From</u>	<u>To</u>				
Senior Services	101-14-220-0000-5800	Other Expenditures		1,118					
Senior Services	101-14-220-0000-5110	Salaries - Regular			436				
Senior Services	101-14-220-0000-5115	Salaries - Part Time			652				
Senior Services	101-14-220-0000-5230	Retirement Contributions			30				
				1,118	1,118				
	<u>EXPLANATION:</u>								
	Inter-departmental transfer.								
							Transfers		
<u>Department</u>	<u>Account Number</u>	<u>Account Name</u>		<u>From</u>	<u>To</u>				
Police	101-12-310-0000-5117	Salaries - Seasonal		19,625					
Police	101-12-310-0000-5230	Retirement Contributions			19,298				
Police	101-12-310-0000-5742	Police - Vehicles			327				
				19,625	19,625				
	<u>EXPLANATION:</u>								
	Inter-departmental transfer. Additional amount needed for retirement contributions due to new staff on the defined contribution plan. Amount available in crossing guard account due to covid savings.								

Town of Newtown 2020-21 Fiscal Year End Budget Transfer Request									PAGE 2 OF 6
<u>Department</u>	<u>Account Number</u>	<u>Account Name</u>		<u>From</u>	<u>To</u>				
Fire	101-12-320-0000-5310	Professional Services		1,000					
Fire	101-12-320-0000-5412	Fire Hydrands		2,500					
Fire	101-12-320-0000-5430	Repair & Maintenance		1,000					
Fire	101-12-320-0000-5435	Radio & Pager Service		2,500					
Fire	101-12-320-0000-5623	Bottled Gas		1,860					
Fire	101-12-320-0000-5290	Other Employee Benefits			920				
Fire	101-12-320-0000-5436	Truck Repair			6,600				
Fire	101-12-320-0000-5580	Dues, Travel & Education			1,100				
Fire	101-12-320-0000-5621	Natural Gas			85				
Fire	101-12-320-0000-5745	Fire Equipment			155				
				8,860	8,860				
	<u>EXPLANATION:</u>								
	Inter-departmental transfer. Typical rebalancing of Fire Commission accounts.								
							Transfers		
<u>Department</u>	<u>Account Number</u>	<u>Account Name</u>		<u>From</u>	<u>To</u>				
Animal Control	101-12-340-0000-5580	Due, Travel & Education		140					
Animal Control	101-12-340-0000-5330	Professional services			140				
				140	140				
	<u>EXPLANATION:</u>								
	Inter-departmental transfer.								
							Transfers		
<u>Department</u>	<u>Account Number</u>	<u>Account Name</u>		<u>From</u>	<u>To</u>				
Building Official	101-12-460-0000-5580	Due, Travel & Education		314					
Building Official	101-12-460-0000-5230	Retirement Contributions			136				
Building Official	101-12-460-0000-5611	Office Supplies			178				
				314	178				
	<u>EXPLANATION:</u>								
	Inter-departmental transfer.								



Town of Newtown 2020-21 Fiscal Year End Budget Transfer Request									PAGE 3 OF 6
							Transfers		
<u>Department</u>	<u>Account Number</u>	<u>Account Name</u>		<u>From</u>	<u>To</u>				
Land Use	101-15-490-0000-5580	Due, Travel & Education		75					
Land Use	101-15-490-0000-5230	Retirement Contributions			75				
	<b>EXPLANATION:</b>			75	75				
	Inter-departmental transfer.								
<u>Department</u>	<u>Account Number</u>	<u>Account Name</u>		<u>From</u>	<u>To</u>				
PW - Highway	101-13-500-0000-5625	Energy - Gasoline		17,200					
PW - Highway	101-13-500-0000-5130	Salaries & Wages - Overtime			1,900				
PW - Highway	101-13-500-0000-5652	Drainage Materials			300				
PW - Highway	101-13-500-0000-5653	Road Patching Materials			15,000				
				17,200	17,200				
	<b>EXPLANATION:</b>								
	Inter-departmental transfer.								
							Transfers		
<u>Department</u>	<u>Account Number</u>	<u>Account Name</u>		<u>From</u>	<u>To</u>				
PW - Transfer Station	101-13-515-0000-5110	Salaries & Wages - Regular		5,610					
PW - Transfer Station	101-13-515-0000-5610	General Supplies			10				
PW - Transfer Station	101-13-515-0000-5505	Contractual services			5,600				
				5,610	5,610				
	<b>EXPLANATION:</b>								
	Inter-departmental transfer.								
							Transfers		
<u>Department</u>	<u>Account Number</u>	<u>Account Name</u>		<u>From</u>	<u>To</u>				
PW - Building Maintenance	101-13-650-0000-5622	Energy - Electricity		14,000					
PW - Building Maintenance	101-13-650-0000-5430	Repair & Maintenance Services			3,500				
PW - Building Maintenance	101-13-650-0000-5615	General Maintenance Supplies			10,500				
				14,000	14,000				
	<b>EXPLANATION:</b>								
	Inter-departmental transfer.								

Town of Newtown 2020-21 Fiscal Year End Budget Transfer Request									PAGE 4 OF 6
								Transfers	
<u>Department</u>	<u>Account Number</u>	<u>Account Name</u>		<u>From</u>	<u>To</u>				
Parks & Recreation	101-16-550-0014-5117	Salaries - Seasonal		7,840					
Parks & Recreation	101-16-550-0000-5130	Salaries & Wages - Overtime			1,300				
Parks & Recreation	101-16-550-0000-5580	Dues, travel & education			170				
Parks & Recreation	101-16-550-0000-5614	Pool supplies			970				
Parks & Recreation	101-16-550-0000-5615	General maintenance supplies			5,400				
				7,840	7,840				
	<u>EXPLANATION:</u>								
	Inter-departmental transfer.								
								Transfers	
<u>Department</u>	<u>Account Number</u>	<u>Account Name</u>		<u>From</u>	<u>To</u>				
Debt Service	101-18-580-0000-5861	Bond Interest		234,129					
Debt Service	101-18-580-0000-5860	Bond Principal			234,129				
				234,129	234,129				
	<u>EXPLANATION:</u>								
	Inter-departmental transfer. Difference caused by refunding of bonds.								
								Transfers	
<u>Department</u>	<u>Account Number</u>	<u>Account Name</u>		<u>From</u>	<u>To</u>				
Contingency	101-24-570-0000-5899	Contingency		4,778					
Library	101-14-670-0000-5230	Retirement Contributions			945				
Children's Adv Ctr	101-14-410-0000-5230	Retirement Contributions			1,233				
Communications	101-12-300-0000-5442	Rental of Equipment			2,600				
				4,778	4,778				
	<u>EXPLANATION:</u>								
	Additional amounts needed in retirement contributions due to new								
	employees entering the defined contribution plan.								

[illegible]

[illegible]

2020 - 21 VARIOUS DEPARTMENT TRANSFERS TO TRANSFER OUT -:				
ACCOUNT		DEPT	Transfer	Sub-total
<b>SALARIES - REGULAR</b>				
101-11-150-0000	5110	PURCHASING	1,700	
101-11-170-0000	5110	TOWN CLERK	8,000	
101-11-190-0000	5110	ASSESSOR	34,000	
101-12-300-0000	5110	ECC	3,500	
101-12-310-0000	5110	POLICE	32,000	
101-12-340-0000	5110	ANIMAL CONTROL	15,000	
101-12-460-0000	5110	BUILDING OFFICIAL	23,000	
101-15-490-0000	5110	LAND USE	11,000	
101-13-500-0000	5110	HIGHWAY	108,000	
101-13-515-0000	5110	TRANSFER STA	85,000	
101-16-550-0000	5110	P & R	47,000	
101-13-650-0000	5110	BLDG MAINT	1,000	369,200
<b>SALARIES - PART TIME</b>				
101-11-140-0000	5115	TAX COLL	7,000	
101-11-180-0000	5115	REGISTRARS	4,800	
101-12-320-0000	5115	FIRE	1,000	
101-16-550-0000	5115	P & R	16,000	28,800
<b>SALARIES - SEASONAL</b>				
101-11-140-0000	5117	TAX COLL	3,600	
101-16-550-0010	5117	P & R	18,000	
101-16-550-0011	5117	P & R	8,000	
101-16-550-0012	5117	P & R	15,000	
101-16-550-0013	5117	P & R	6,000	
101-16-550-0014	5117	P & R	39,000	89,600
<b>SALARIES - OVERTIME</b>				
101-11-190-0000	5130	ASSESSOR	2,000	
101-12-300-0000	5130	ECC	5,000	
101-12-310-0000	5130	POLICE	15,000	
101-13-510-0000	5130	WINTER MAINT	29,000	
101-13-515-0000	5130	TRANSFER STA	11,000	
101-13-650-0000	5130	BLDG MAINT	9,000	71,000
<b>SOCIAL SEC CONTRIBUTIONS</b>				
101-11-140-0000	5220	TAX COLL	2,000	
101-11-190-0000	5220	ASSESSOR	3,000	
101-11-200-0000	5220	FINANCE	2,000	
101-12-310-0000	5220	POLICE	15,000	
101-12-460-0000	5220	BUILDING OFFICIAL	2,000	
101-13-500-0000	5220	HIGHWAY	5,000	
101-13-510-0000	5220	WINTER MAINT	3,000	
101-13-515-0000	5220	TRANSFER STA	8,000	
101-16-550-0000	5220	P & R	12,000	52,000
<b>RETIREMENT CONTRIBUTIONS</b>				
101-11-190-0000	5230	ASSESSOR	3,000	
101-12-300-0000	5230	ECC	3,200	
101-14-370-0000	5230	HEALTH DIST	6,000	
101-13-650-0000	5230	BLDG MAINT	1,000	13,200
<b>UNEMPLOYMENT</b>				
101-11-240-0000	5250	UNEMPLOYMENT	7,800	7,800

ACCOUNT		DEPT	Transfer	Sub-total
OTHER EMPL BENEFITS				
101-12-310-0000	5290	POLICE	3,000	
101-12-320-0000	5290	FIRE	8,000	
101-12-340-0000	5290	ANIMAL CONTROL	2,000	
101-13-500-0000	5290	HIGHWAY	2,000	
101-13-515-0000	5290	TRANSFER STA	5,000	20,000
FEES & PROF SERVICES				
101-11-740-0000	5301	ECONOMIC DEV	3,000	3,000
PROF SVS - LEGAL				
101-11-100-0000	5350	SELECTMEN	14,000	14,000
WATER / SEWER				
101-13-650-0000	5411	BLDG MAINT	5,000	5,000
REPAIR & MAINTENANCE SERV				
101-13-500-0000	5430	HIGHWAY	5,000	5,000
RENTAL OF EQUIPMENT				
101-12-300-0000	5442	ECC	5,000	5,000
COPIER LEASING				
101-11-105-0000	5443	SELECT OTHER	8,000	8,000
SOFTWARE/HARDWARE MAINT F				
101-11-205-0000	5445	TECH	3,000	3,000
CONTRACTUAL SERVICES				
101-12-330-0000	5505	EMERG MGT	3,000	
101-13-650-0000	5505	BLDG MAINT	4,000	
101-15-490-0000	5505	LAND USE	3,000	
101-16-550-0000	5505	P & R	4,000	14,000
INSURANCE, OTHER THAN EMP				
101-11-350-0000	5520	INSURANCE	1,000	
101-14-442-0000	5520	NEWTOWN PARADE	1,400	2,400
PRINTING,BINDING & MICROF				
101-15-490-0000	5550	LAND USE	5,000	5,000
DUES, TRAVEL & EDUCATION				
101-11-110-0000	5580	SOCIAL SVS	2,000	
101-11-200-0000	5580	FINANCE	2,000	
101-12-310-0000	5580	POLICE	2,000	6,000
MEETING CLERKS				
101-11-105-0000	5590	SELECTMEN - OTHER	3,000	3,000
ENERGY - ELECTRICITY				
101-13-650-0000	5622	BLDG MAINT	30,000	30,000
ENERGY - OIL/NATURAL GAS				
101-13-650-0000	5624	BLDG MAINT	16,000	16,000
ENERGY - GASOLINE/DIESAL				
101-13-500-0000	5625	HIGHWAY	20,000	20,000
STREET LIGHTS				
101-13-500-0000	5626	HIGHWAY	7,000	7,000
TREATED SALT				
101-13-510-0000	5661	WINTER MAINT	32,000	32,000
OTHER EXPENDITURES				
101-11-180-0000	5800	REGISTRARS	3,000	
101-14-220-0000	5800	SENIOR SVS	5,000	
101-11-280-0000	5800	PROF ORG	7,000	15,000
CONTINGENCY				
101-24-570-0000	5899	CONTINGENCY	82,000	82,000
			927,000	927,000

Newtown Municipal Center  
3 Primrose St., Newtown, CT 06470  
Tel. 203-270-4201  
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Tel. 203-270-4202  
dan.rosenthal@newtown-ct.gov

## TOWN OF NEWTOWN

### OFFICE OF THE FIRST SELECTMAN

August 16, 2021

Board of Selectmen  
3 Primrose Street  
Newtown, CT 06470

Dear Board of Selectmen:

I am requesting a special appropriation in the amount of \$8,000,000 be financed by bonds for the following project as authorized in the capital improvement plan (CIP) 2021-2022 to 2025-2026.

- A special appropriation in the amount of \$8,000,000 for the planning, design, engineering and installation of a ventilation system and HVAC renovations at Hawley School.

Please let me know if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Daniel C. Rosenthal", is written over the word "Sincerely,".

Daniel C. Rosenthal  
First Selectman

DCR/sm

Newtown Municipal Center  
3 Primrose St., Newtown, CT 06470  
Tel. 203-270-4201  
Fax 203-270-4205



Daniel C. Rosenthal  
First Selectman  
Tel. 203-270-4202  
dan.rosenthal@newtown-ct.gov

## TOWN OF NEWTOWN

### OFFICE OF THE FIRST SELECTMAN

August 16, 2021

Board of Selectmen  
3 Primrose Street  
Newtown, CT 06470

Dear Board of Selectmen:

I am requesting a special appropriation in the amount of \$500,000 be financed by bonds for the following project as authorized in the capital improvement plan (CIP) 2021-2022 to 2025-2026.

- A special appropriation in the amount of \$500,000 for the planning, design, engineering, reconstruction and construction of Town Roads.

Please let me know if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Rosenthal', is written over the printed name and title.

Daniel C. Rosenthal  
First Selectman

DCR/sm



280 Trumbull Street  
Hartford, CT 06103-3597  
Main (860) 275-8200  
Fax (860) 275-8299  
gsantoro@rc.com  
Direct (860) 275-8322

July 28, 2021

**VIA E-MAIL**

Robert G. Tait  
Financial Director  
Town of Newtown  
3 Primrose Street  
Newtown, CT 06470

Re: Resolution Providing For A Special Appropriation In The Amount Of \$8,000,000 For The Planning, Design, Engineering And Installation Of A Ventilation System And HVAC Renovations At Hawley School As Authorized In The Capital Improvement Plan (2021-22 To 2025-26) And Authorizing The Issuance Of \$8,000,000 Bonds Of The Town To Meet Said Special Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose

Resolution Providing For A Special Appropriation In The Amount Of \$500,000 For The Planning, Design, Engineering, Reconstruction And Construction Of Town Roads As Authorized In The Capital Improvement Plan (2021-22 To 2025-26) And Authorizing The Issuance Of \$500,000 Bonds Of The Town To Meet Said Special Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose

Dear Bob:

Enclosed please find the above-captioned resolutions (the "Bond Resolutions") and a set of corresponding proceedings, for each, to be followed in connection with their adoption by the Town.

The procedure for the vote on the Bond Resolutions pursuant to Town Charter and the Connecticut General Statutes, is as follows:

1. The First Selectman, with the approval of the Board of Selectmen, initiates the process or a request for a Special Appropriation may be initiated by the Legislative Council.
2. As in the normal course, and in accordance with Section 6-35(b) and (d) of the Town Charter, the Board of Selectmen adopts the Bond Resolutions, then the Board of Finance submits a recommendation to adopt the Bond Resolutions to the Legislative Council. *See generally* the adoption timelines attached as Schedule A.
3. In connection with the Hawley School renovations project, the Legislative Council adopts the resolution and also adopts a resolution providing for submission to the voters, in conjunction with the general election on November 2, 2021.

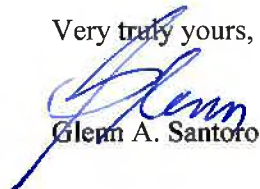
Robert G. Tait  
July 28, 2021  
Page 2

4. In connection with the Hawley School renovations project, the Board of Selectmen adopts a resolution providing for the notice and warning of the referendum on November 2, 2021.
5. Per Connecticut General Statutes Section 9-370, all local action taken to submit the Hawley School renovations project resolution to a vote on November 2, 2021 must be completed at least sixty (60) days prior to the election date, i.e. by **September 2, 2021**.
6. Per Connecticut General Statutes Section 9-369a, the Town Clerk must file a certificate regarding the local question to be voted upon for the Hawley School renovations project (a form thereof is enclosed) with the Secretary of the State at least forty-five (45) days prior to the election, i.e. by **September 17, 2021**.
7. In connection with the Hawley School renovations project, the election is warned in the usual manner, including the notice of referendum on the local question, absentee ballots are made available, results of vote reported, and all other matters regarding the holding of the election are conducted in the usual manner.

By copy of this letter, I am requesting the Town Clerk to send one certified copy of all of the proceedings as they shall appear in the Town Record Books.

Please feel free to call me if you have any questions or comments on the enclosed.

Very truly yours,



Glenn A. Santoro

## Enclosures

cc: Daniel Rosenthal, First Selectman  
Debbie A. Halstead, Town Clerk  
David L. Grogins, Esq., Town Attorney  
Susan Marcinek

RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$500,000 FOR THE PLANNING, DESIGN, ENGINEERING, RECONSTRUCTION AND CONSTRUCTION OF TOWN ROADS AS AUTHORIZED IN THE CAPITAL IMPROVEMENT PLAN (2021-22 TO 2025-26) AND AUTHORIZING THE ISSUANCE OF \$500,000 BONDS OF THE TOWN TO MEET SAID SPECIAL APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

RESOLVED:

Section 1. The sum of \$500,000 is a special appropriation made pursuant to Chapter 6, Section 6-35 of the Town Charter of the Town of Newtown (the "Town") for the planning, design, engineering, reconstruction and construction of Town roads, including, but not limited to, pavement, curbs, drainage, grinding and overlay, micropaving, chipsealing and cracksealing, and other road improvements, all pursuant to the Capital Road Program as authorized in the Capital Improvement Plan (2021-22 to 2025-26), and for administrative, financing, legal and costs of issuance related thereto (the "Project"), said appropriation to be inclusive of any and all State, Federal or other grants-in-aid thereof.

Section 2. To meet said appropriation, \$500,000 bonds of the Town, or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the maximum maturity permitted by the General Statutes of Connecticut, Revision of 1958, as amended from time to time (the "Connecticut General Statutes"). The bonds may be issued in one or more series as determined by the Financial Director, and the amount of bonds of each series to be issued shall be fixed by the Financial Director, in the amount necessary to meet the Town's share of the cost of the Project determined after considering the estimated amount of State and Federal or other grants-in-aid of the Project, or the actual amount thereof if this be ascertainable, and the anticipated times of the receipt of the proceeds thereof, provided that the total amount of bonds to be issued shall not be less than an amount which will provide funds sufficient with other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of the bonds outstanding at the time of the issuance thereof, and to pay for the costs of issuance of such bonds. The bonds shall be in the denomination of \$1,000 or a whole multiple thereof, be issued in fully registered form, be executed in the name and on behalf of the Town by the facsimile or manual signatures of the First Selectman and the Financial Director, bear the Town seal or a facsimile thereof, be certified by a bank or trust company, which bank or trust company may be designated the registrar and transfer agent, be payable at a bank or trust company, and be approved as to their legality by Robinson & Cole LLP, Attorneys-at-Law, of Hartford, Connecticut. The bonds shall be general obligations of the Town and each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and interest thereon. The aggregate principal amount of the bonds of each series to be issued, the annual installments of principal, redemption provisions, if any, certifying, registrar and transfer agent and paying agent, the date, time of issue and sale and other terms, details and particulars of such bonds, including the approval of the rate or rates of interest shall be determined by the First Selectman and the Financial Director, in accordance with the Connecticut General Statutes.

Section 3. Said bonds shall be sold by the First Selectman and the Financial Director in a competitive offering and the bonds shall be sold at not less than par and accrued interest on the basis of the lowest net or true interest cost to the Town. To the extent required by the Charter of the Town of Newtown, bids shall be solicited from at least three lending institutions. A notice of sale or a summary thereof describing the bonds and setting forth the terms and conditions of the sale shall be published at least five days in advance

of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds.

Section 4. The First Selectman and the Financial Director are authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes evidencing such borrowings shall be signed by the First Selectman and the Financial Director, have the seal of the Town affixed, be payable at a bank or trust company designated by the First Selectman, be approved as to their legality by Robinson & Cole LLP, Attorneys-at-Law, of Hartford, Connecticut, and be certified by a bank or trust company designated by the First Selectman pursuant to Section 7-373 of the Connecticut General Statutes. The notes shall be issued with maturity dates which comply with the provisions of the Connecticut General Statutes governing the issuance of such notes, as the same may be amended from time to time. The notes shall be general obligations of the Town and each of the notes shall recite that every requirement of law relating to its issue has been duly complied with, that such note is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon. The net interest cost on such notes, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the Project. Upon the sale of the bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on any such notes then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 5. The First Selectman or his designee is hereby authorized, in the name and on behalf of the Town, to apply for and accept any and all Federal and State loans and/or any grants-in-aid of the Project and is further authorized to expend said funds in accordance with the terms hereof and in connection therewith, to contract in the name of the Town with engineers, contractors and others.

Section 6. The Town hereby expresses its official intent pursuant to Section 1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and any time after the date of passage of this resolution in the maximum amount and for the Project with the proceeds of bonds or bond anticipation notes or other obligations ("Tax-Exempt Obligations") authorized to be issued by the Town. The Tax-Exempt Obligations shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the Project, or such later date the Regulations may authorize. The Town hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Financial Director or his designee is authorized to pay Project expenses in accordance herewith pending the issuance of Tax-Exempt Obligations, and to amend this declaration.

Section 7. The First Selectman and the Financial Director are hereby authorized, on behalf of the Town, to enter into agreements or otherwise covenant for the benefit of bondholders to provide information on an annual or other periodic basis to the Municipal Securities Rulemaking Board (the "MSRB") and to provide notices to the MSRB of material events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this resolution. Any agreements or representations to provide information to the MSRB made prior hereto are hereby confirmed, ratified and approved.

Section 8. The First Selectman is hereby authorized, on behalf of the Town, to enter into any other agreements, instruments, documents and certificates, including tax and investment agreements, for the consummation of the transactions contemplated by this resolution.

Section 9. This resolution shall become effective upon its approval by the Legislative Council of the Town in accordance with Chapter 6, Section 6-35 of the Town Charter.

Excerpt for Minutes of Board of Finance Meeting  
to be held August 26, 2021

A meeting of the Board of Finance of the Town of Newtown was held in the Council Chambers on August 26, 2021, at 7:30 P.M. (E.T.).

\* \* \*

Members present and absent were as follows:

<u>Present</u>	<u>Absent</u>
Keith Alexander	
Sandy Roussas	
Chris Gardner	
John Madzula	
Ned Simpson	

\* \* \*

Keith Alexander introduced and read the following resolution:

RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$500,000 FOR THE PLANNING, DESIGN, ENGINEERING, RECONSTRUCTION AND CONSTRUCTION OF TOWN ROADS AS AUTHORIZED IN THE CAPITAL IMPROVEMENT PLAN (2021-22 TO 2025-26) AND AUTHORIZING THE ISSUANCE OF \$500,000 BONDS OF THE TOWN TO MEET SAID SPECIAL APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

RESOLVED:

Section 1. The sum of \$500,000 is a special appropriation made pursuant to Chapter 6, Section 6-35 of the Town Charter of the Town of Newtown (the "Town") for the planning, design, engineering, reconstruction and construction of Town roads, including, but not limited to, pavement, curbs, drainage, grinding and overlay, micropaving, chipsealing and cracksealing, and other road improvements, all pursuant to the Capital Road Program as authorized in the Capital Improvement Plan (2021-22 to 2025-26), and for administrative, financing, legal and costs of issuance related thereto (the "Project"), said appropriation to be inclusive of any and all State, Federal or other grants-in-aid thereof.

Section 2. To meet said appropriation, \$500,000 bonds of the Town, or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the maximum maturity permitted by the General Statutes of Connecticut, Revision of 1958, as amended from time to time (the "Connecticut General Statutes"). The bonds may be issued in one or more series as determined by the Financial Director, and the amount of bonds of each series to be issued shall be fixed by the Financial Director, in the amount

necessary to meet the Town's share of the cost of the Project determined after considering the estimated amount of State and Federal or other grants-in-aid of the Project, or the actual amount thereof if this be ascertainable, and the anticipated times of the receipt of the proceeds thereof, provided that the total amount of bonds to be issued shall not be less than an amount which will provide funds sufficient with other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of the bonds outstanding at the time of the issuance thereof, and to pay for the costs of issuance of such bonds. The bonds shall be in the denomination of \$1,000 or a whole multiple thereof, be issued in fully registered form, be executed in the name and on behalf of the Town by the facsimile or manual signatures of the First Selectman and the Financial Director, bear the Town seal or a facsimile thereof, be certified by a bank or trust company, which bank or trust company may be designated the registrar and transfer agent, be payable at a bank or trust company, and be approved as to their legality by Robinson & Cole LLP, Attorneys-at-Law, of Hartford, Connecticut. The bonds shall be general obligations of the Town and each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and interest thereon. The aggregate principal amount of the bonds of each series to be issued, the annual installments of principal, redemption provisions, if any, certifying, registrar and transfer agent and paying agent, the date, time of issue and sale and other terms, details and particulars of such bonds, including the approval of the rate or rates of interest shall be determined by the First Selectman and the Financial Director, in accordance with the Connecticut General Statutes.

Section 3. Said bonds shall be sold by the First Selectman and the Financial Director in a competitive offering and the bonds shall be sold at not less than par and accrued interest on the basis of the lowest net or true interest cost to the Town. To the extent required by the Charter of the Town of Newtown, bids shall be solicited from at least three lending institutions. A notice of sale or a summary thereof describing the bonds and setting forth the terms and conditions of the sale shall be published at least five days in advance of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds.

Section 4. The First Selectman and the Financial Director are authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes evidencing such borrowings shall be signed by the First Selectman and the Financial Director, have the seal of the Town affixed, be payable at a bank or trust company designated by the First Selectman, be approved as to their legality by Robinson & Cole LLP, Attorneys-at-Law, of Hartford, Connecticut, and be certified by a bank or trust company designated by the First Selectman pursuant to Section 7-373 of the Connecticut General Statutes. The notes shall be issued with maturity dates which comply with the provisions of the Connecticut General Statutes governing the issuance of such notes, as the same may be amended from time to time. The notes shall be general obligations of the Town and each of the notes shall recite that every requirement of law relating to its issue has been duly complied with, that such note is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon. The net interest cost on such notes, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the Project. Upon the sale of the bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on any such notes then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 5. The First Selectman or his designee is hereby authorized, in the name and on behalf of the Town, to apply for and accept any and all Federal and State loans and/or any grants-in-aid of the Project and is further authorized to expend said funds in accordance with the terms hereof and in connection therewith, to contract in the name of the Town with engineers, contractors and others.

Section 6. The Town hereby expresses its official intent pursuant to Section 1.150-2 of the Federal Income Tax Regulations, Title 26 (the “Regulations”), to reimburse expenditures paid sixty days prior to and any time after the date of passage of this resolution in the maximum amount and for the Project with the proceeds of bonds or bond anticipation notes or other obligations (“Tax-Exempt Obligations”) authorized to be issued by the Town. The Tax-Exempt Obligations shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the Project, or such later date the Regulations may authorize. The Town hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Financial Director or his designee is authorized to pay Project expenses in accordance herewith pending the issuance of Tax-Exempt Obligations, and to amend this declaration.

Section 7. The First Selectman and the Financial Director are hereby authorized, on behalf of the Town, to enter into agreements or otherwise covenant for the benefit of bondholders to provide information on an annual or other periodic basis to the Municipal Securities Rulemaking Board (the “MSRB”) and to provide notices to the MSRB of material events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this resolution. Any agreements or representations to provide information to the MSRB made prior hereto are hereby confirmed, ratified and approved.

Section 8. The First Selectman is hereby authorized, on behalf of the Town, to enter into any other agreements, instruments, documents and certificates, including tax and investment agreements, for the consummation of the transactions contemplated by this resolution.

Section 9. This resolution shall become effective upon its approval by the Legislative Council of the Town in accordance with Chapter 6, Section 6-35 of the Town Charter.

\*\*\*

RESOLVED: That the resolution entitled “Resolution Providing For A Special Appropriation In The Amount Of \$500,000 For The Planning, Design, Engineering, Reconstruction And Construction Of Town Roads As Authorized In The Capital Improvement Plan (2021-22 To 2025-26) And Authorizing The Issuance Of \$500,000 Bonds Of The Town To Meet Said Special Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose”, a copy of which is attached hereto, is hereby adopted and recommended to the Legislative Council for consideration and action, said special appropriation was initiated by the First Selectman in a letter dated August 16, 2021, a copy of which is attached hereto, in accordance with Chapter 6, Section 6-35 of the Town Charter.

Sandy Roussas that said resolution be adopted as introduced and read and the motion was seconded by John Madzula. Upon roll call vote the ayes and nays were as follows:

AYES  
Keith Alexander  
Sandy Roussas  
Chris Gardner  
John Madzula  
Ned Simpson

NAYS

Keith Alexander thereupon declared the motion carried and the resolution adopted.

NEWTOWN MUNICIPAL CENTER  
3 PRIMROSE STREET  
NEWTOWN, CT 06470



Keith Alexander, Chairman  
Sandy T. Roussas, Vice Chairman  
Chris Gardner  
John Madzula II, Esquire  
Ned J Simpson

[www.newtown-ct.gov](http://www.newtown-ct.gov)

*Robert Tait, Finance Director*

## **TOWN OF NEWTOWN BOARD OF FINANCE**

To the Legislative Council  
August 26, 2021

Members of the Council:

At a meeting of the Board of Finance held August 26, 2021, the following resolution was approved and recommended for adoption:

RESOLVED: That the resolution entitled "Resolution Providing For A Special Appropriation In The Amount Of \$500,000 For The Planning, Design, Engineering, Reconstruction And Construction Of Town Roads As Authorized In The Capital Improvement Plan (2021-22 To 2025-26) And Authorizing The Issuance Of \$500,000 Bonds Of The Town To Meet Said Special Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose", a copy of which is attached hereto, is hereby adopted and recommended to the Legislative Council for consideration and action, said special appropriation was initiated by the First Selectman in a August 16, 2021, a copy of which is attached hereto, in accordance with Chapter 6, Section 6-35 of the Town Charter.

Very truly yours,

Keith Alexander  
Chairman  
Board of Finance



RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$8,000,000 FOR THE PLANNING, DESIGN, ENGINEERING AND INSTALLATION OF A VENTILATION SYSTEM AND HVAC RENOVATIONS AT HAWLEY SCHOOL AS AUTHORIZED IN THE CAPITAL IMPROVEMENT PLAN (2021-22 TO 2025-26) AND AUTHORIZING THE ISSUANCE OF \$8,000,000 BONDS OF THE TOWN TO MEET SAID SPECIAL APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

RESOLVED:

Section 1. The sum of \$8,000,000 is a special appropriation made pursuant to Chapter 6, Section 6-35 of the Town Charter of the Town of Newtown (the "Town") for the planning, design, engineering and installation of a ventilation system and HVAC renovations at Hawley School, all as authorized in the Capital Improvement Plan (2021-22 to 2025-26), and for administrative, financing, legal and costs of issuance related thereto (the "Project"), said appropriation to be inclusive of any and all State, Federal or other grants-in-aid thereof.

Section 2. To meet said appropriation, \$8,000,000 bonds of the Town, or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the maximum maturity permitted by the General Statutes of Connecticut, Revision of 1958, as amended from time to time (the "Connecticut General Statutes"). The bonds may be issued in one or more series as determined by the Financial Director, and the amount of bonds of each series to be issued shall be fixed by the Financial Director, in the amount necessary to meet the Town's share of the cost of the Project determined after considering the estimated amount of State and Federal or other grants-in-aid of the Project, or the actual amount thereof if this be ascertainable, and the anticipated times of the receipt of the proceeds thereof, provided that the total amount of bonds to be issued shall not be less than an amount which will provide funds sufficient with other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of the bonds outstanding at the time of the issuance thereof, and to pay for the costs of issuance of such bonds. The bonds shall be in the denomination of \$1,000 or a whole multiple thereof, be issued in fully registered form, be executed in the name and on behalf of the Town by the facsimile or manual signatures of the First Selectman and the Financial Director, bear the Town seal or a facsimile thereof, be certified by a bank or trust company, which bank or trust company may be designated the registrar and transfer agent, be payable at a bank or trust company, and be approved as to their legality by Robinson & Cole LLP, Attorneys-at-Law, of Hartford, Connecticut. The bonds shall be general obligations of the Town and each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and interest thereon. The aggregate principal amount of the bonds of each series to be issued, the annual installments of principal, redemption provisions, if any, certifying, registrar and transfer agent and paying agent, the date, time of issue and sale and other terms, details and particulars of such bonds, including the approval of the rate or rates of interest shall be determined by the First Selectman and the Financial Director, in accordance with the Connecticut General Statutes.

Section 3. Said bonds shall be sold by the First Selectman and the Financial Director in a competitive offering and the bonds shall be sold at not less than par and accrued interest on the basis of the lowest net or true interest cost to the Town. To the extent required by the Charter of the Town of Newtown, bids shall be solicited from at least three lending institutions. A notice of sale or a summary thereof describing the bonds and setting forth the terms and conditions of the sale shall be published at least five days

in advance of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds.

Section 4. The First Selectman and the Financial Director are authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes evidencing such borrowings shall be signed by the First Selectman and the Financial Director, have the seal of the Town affixed, be payable at a bank or trust company designated by the First Selectman, be approved as to their legality by Robinson & Cole LLP, Attorneys-at-Law, of Hartford, Connecticut, and be certified by a bank or trust company designated by the First Selectman pursuant to Section 7-373 of the Connecticut General Statutes. The notes shall be issued with maturity dates which comply with the provisions of the Connecticut General Statutes governing the issuance of such notes, as the same may be amended from time to time. The notes shall be general obligations of the Town and each of the notes shall recite that every requirement of law relating to its issue has been duly complied with, that such note is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon. The net interest cost on such notes, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the Project. Upon the sale of the bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on any such notes then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 5. The First Selectman or his designee is hereby authorized, in the name and on behalf of the Town, to apply for and accept any and all Federal and State loans and/or any grants-in-aid of the Project and is further authorized to expend said funds in accordance with the terms hereof and in connection therewith, to contract in the name of the Town with engineers, contractors and others.

Section 6. The Town hereby expresses its official intent pursuant to Section 1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and any time after the date of passage of this resolution in the maximum amount and for the Project with the proceeds of bonds or bond anticipation notes or other obligations ("Tax-Exempt Obligations") authorized to be issued by the Town. The Tax-Exempt Obligations shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the Project, or such later date the Regulations may authorize. The Town hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Financial Director or his designee is authorized to pay Project expenses in accordance herewith pending the issuance of Tax-Exempt Obligations, and to amend this declaration.

Section 7. The First Selectman and the Financial Director are hereby authorized, on behalf of the Town, to enter into agreements or otherwise covenant for the benefit of bondholders to provide information on an annual or other periodic basis to the Municipal Securities Rulemaking Board (the "MSRB") and to provide notices to the MSRB of material events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this resolution. Any agreements or representations to provide information to the MSRB made prior hereto are hereby confirmed, ratified and approved.

Section 8. The First Selectman is hereby authorized, on behalf of the Town, to enter into any other agreements, instruments, documents and certificates, including tax and investment agreements, for the consummation of the transactions contemplated by this resolution.

Section 9. This resolution shall become effective upon its approval by the Town electors and persons qualified to vote at a duly warned referendum pursuant to Section 6-35 of the Town Charter.

Excerpt for Minutes of Board of Finance Meeting  
to be held August 26, 2021

A meeting of the Board of Finance of the Town of Newtown was held in the Council Chamber on August 26, 2021, at 7:30 P.M. (E.T.).

\* \* \*

Members present and absent were as follows:

<u>Present</u>	<u>Absent</u>
Keith Alexander	
Sandy Roussas	
Chris Gardner	
John Madzula	
Ned Simpson	

Keith Alexander introduced and read the following resolution:

RESOLVED: That the resolution entitled “Resolution Providing For A Special Appropriation In The Amount Of \$8,000,000 For The Planning, Design, Engineering And Installation Of A Ventilation System And HVAC Renovations At Hawley School As Authorized In The Capital Improvement Plan (2021-22 To 2025-26) And Authorizing The Issuance Of \$8,000,000 Bonds Of The Town To Meet Said Special Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose”, a copy of which is attached hereto, said special appropriation was requested in a letter dated August 16, 2021 from the First Selectman, a copy of which is attached hereto, in accordance with Chapter 6, Section 6-35 of the Town Charter.

Sandy Roussas moved that said resolution be adopted as introduced and read and the motion was seconded by John Madzula. Upon roll call vote the ayes and nays were as follows:

<u>AYES</u>	<u>NAYS</u>
Keith Alexander	
Sandy Roussas	
Chris Gardner	
John Madzula	
Ned Simpson	

Keith Alexander thereupon declared the motion carried and the resolution adopted.

NEWTOWN MUNICIPAL CENTER  
3 PRIMROSE STREET  
NEWTOWN, CT 06470



Keith Alexander, Chairman  
Sandy T. Roussas, Vice Chairman  
Chris Gardner  
John Madzula II, Esquire  
Ned J Simpson

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*Robert Tait, Finance Director*

## **TOWN OF NEWTOWN BOARD OF FINANCE**

To the Legislative Council  
August 26, 2021

Members of the Council:

At a meeting of the Board of Finance held August 26, 2021, the following resolution was approved and recommended for adoption:

RESOLVED: That the resolution entitled: "Resolution Providing For A Special Appropriation In The Amount Of \$8,000,000 For The Planning, Design, Engineering And Installation Of A Ventilation System And HVAC Renovations At Hawley School As Authorized In The Capital Improvement Plan (2021-22 To 2025-26) And Authorizing The Issuance Of \$8,000,000 Bonds Of The Town To Meet Said Special Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose", a copy of which is attached hereto, is hereby adopted and recommended to the Legislative Council for consideration and action, said special appropriation was requested in a letter dated August 16, 2021 of which is attached hereto, in accordance with Chapter 6, Section 6-35 of the Town Charter.

Very truly yours,

Keith Alexander  
Chairman  
Board of Finance

**SCHEDULE A**  
**TOWN OF NEWTOWN**  
**Bond Resolution Adoption Timeline**

**\$8,000,000 Ventilation and HVAC Renovations at Hawley School (2021-22 to 2025-2026)**

<p><b>Request for Special or Emergency Appropriation</b>  <i>Sec 6-35(b) of Town Charter</i></p>	<p>A request may be initiated by (i) the First Selectman with the approval of the Board of Selectmen or (ii) by the Legislative Council</p> <p>The First Selectman shall request in writing an estimate of the funds required, reason for request, and method of financing</p> <p>Finance Director shall prepare a Financial Impact Statement for requests for Special Appropriations</p>
<p><b>Board of Selectmen Meeting</b>  <i>According to custom or practice.</i>  <i>Sec 6-35(d) of Town Charter</i></p>	<p>Board of Selectmen meets to adopt bond resolution and vote on the 8-24 referral to the Planning and Zoning Commission ("P&amp;Z")</p> <p>Letter of Board of Selectman to Legislative Council to request recommendation of the Board of Finance</p> <p>Letter of Legislative Council to Board of Finance requesting recommendation of Board of Finance; recommendation to be provided within 90 days of request, however, additional 90 days may be granted</p>
<p><b>Board of Finance Meeting</b>  <i>According to custom or practice.</i>  <i>Sec 6-35(h) of Town Charter</i></p>	<p>Board of Finance meets to recommend adoption of the resolution</p> <p>Letter of Board of Finance to Legislative Council recommending adoption of resolution</p>
<p><b>Legislative Council Meeting</b>  <i>Sec 6-20(e), 6-26(a), 6-35(e) and (g) of Town Charter</i></p> <p><i>Section 6-35(e) and (g) of Town Charter: Legislative Council shall have the power to make Special and Emergency Appropriations not to exceed \$1,500,000 for any one purpose during a fiscal year. Said amount shall be cumulative during the fiscal year as to all appropriations related to said purpose. The total of Special and Emergency Appropriations made by the Legislative Council for all purposes during a fiscal year shall not exceed an amount equal to one mil on the most recently completed Grand List. If the amount exceeds the power of the Council, the council directs and authorizes the Board of Selectmen to call a referendum</i></p>	<p>Legislation Council meets to adopt resolution, sets date for referendum to be held on November 2, 2021</p> <p>Letter of Legislative Council to Board of Selectmen directing the Board to call the referendum</p>

**SCHEDULE A**  
**TOWN OF NEWTOWN**  
**Bond Resolution Adoption Timeline**

**\$500,000 Capital Road Program (2021-22 to 2025-26 CIP)**

<p><b>Request for Special or Emergency Appropriation</b></p> <p><i>Section 6-35 (b) of Town Charter</i></p>	<p>A request may be initiated by (i) the First Selectman with the approval of the Board of Selectmen or (ii) by the Legislative Council</p> <p>The request shall include an estimate of the funds required, the reasons therefore, and a proposed method of financing</p> <p>The Finance Director shall prepare a Financial Impact Statement for requests for Special Appropriations</p>
<p><b>Board of Selectmen Meeting</b></p> <p><i>According to custom or practice.</i></p> <p><i>Section 6-35(d) of Town Charter</i></p>	<p>Board of Selectmen meets to adopt bond resolution and vote on the 8-24 referral to the Planning and Zoning Commission (“P&amp;Z”)</p> <p>Letter of Board of Selectman to Legislative Council to request recommendation of the Board of Finance</p> <p>Letter of Legislative Council to Board of Finance requesting recommendation of Board of Finance; recommendation to be provided within 90 days of request, however, additional 90 days may be granted</p>
<p><b>Board of Finance Meeting</b></p> <p><i>According to custom or practice</i></p> <p><i>Section 6-35(h) of Town Charter</i></p>	<p>Board of Finance meets to recommend to the Legislative Council adoption of the resolution</p> <p>Letter of Board of Finance to Legislative Council with such recommendation</p>
<p><b>Legislative Council Meeting</b></p> <p><i>Section 6-35(e) of Town Charter</i></p>	<p>Legislative Council meets to adopt resolution</p>
<p><b>Planning and Zoning Commission Meeting</b></p> <p>C.G.S. § 8-24</p>	<p>P&amp;Z meets to review and approve the proposals for the Capital Road Program, and approves such proposals</p>

<b>Board of Selectmen Meeting<sup>1</sup></b> <i>According to custom or practice.</i>	Board of Selectmen meets to adopt a resolution that provides for the notice and warning of the referendum on November 2, 2021
	<b><u>Note re: local action, above:</u></b>
C.G.S. § 9-370	All local action taken to submit the resolution to a vote on November 2, 2021 must be completed by September 2, 2021
C.G.S. § 9-369a	Town Clerk must file a certificate regarding the local questions to be voted upon with the Connecticut Secretary of the State by September 17, 2021
<b>Publication of Notice</b> <i>Secs. 1-25(b), 3-25(g), and 6-25(a) of Town Charter</i>	Warning of Referendum shall be published at least five (5) days prior to the Referendum (not including date of Referendum, i.e. <b><u>publication must be dated on or before October 27, 2021</u></b> ).
<b>Referendum – November 2, 2021</b> <i>According to custom or practice.</i>	Town Referendum shall be held for adoption of the Special Appropriation
<b>Certification of Results</b>	Town Clerk certifies results of Referendum
<b>Planning and Zoning Commission Meeting</b> C.G.S. § 8-24	P&Z meets to review the proposal for the planning, design, engineering, and installation of a ventilation system and HVAC renovations at Hawley school, and approves such proposal

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<sup>1</sup> Note: this action can be taken at the August 16, 2021 Board of Selectmen meeting.