

SPECIAL TOWN MEETING

Wednesday April 2, 2025 at 6:55 pm
Buck-Foreman Community Room

Town Clerk Michael Tierney called the meeting to order at 6:55 P.M. Twelve electors were present, including First Selectman Michael Pelton and Board of Selectman members John Dillon, Bob Hetrick, Tim Lavoy, and Jim Tripp. Also present were Finance Director Tom Robinson and School Superintendent Charles Britton.

A motion was made by Tim Lavoy, seconded by Jim Tripp, to nominate John Dillon as Moderator. Seeing no other nominations, a motion to close nominations was made by Mike Pelton, seconded by John Dillon. John Dillon was elected moderator by a unanimous vote.

Moderator Dillon read the Call of the Meeting and instructed the Clerk to record the Call of the Meeting as published in the Rivereast News Bulletin on Friday March 28, 2025, and the Return of Notice, along with the minutes of the meeting. Moderator Dillon added that this town meeting is for the replacement of the two boilers at the Brownstone Intermediate School (BIS) and the Sidewalk replacement.



Town of Portland, Connecticut

33 East Main Street • P.O. Box 71 • Portland, CT 06480-0071
www.portlandct.org • Phone: (860) 342-6715 • Fax: (860) 342-6714
Equal Opportunity Provider and Employer
Office of the First Selectman

LEGAL NOTICE of SPECIAL TOWN MEETING

April 2, 2025 at 6:55 PM

Buck-Foreman Community Room, 265 Main Street, Portland, CT 06480

The electors and those persons eligible to vote in town meetings of the Town of Portland, Connecticut, are hereby warned and notified that pursuant to Chapter XII Section 1203.4 and Chapter V Section 503 of the Town Charter, a Special Town Meeting will be held by the Board of Selectmen on Wednesday, April 2, 2025 at 6:55 P.M. in the Buck-Foreman Community Room, 265 Main Street, Portland, CT for the following:

NOW, THEREFORE, BE IT RESOLVED the Board of Selectmen hereby approves a supplemental appropriation in line item #01-093-000-90012 Transfer Out - Cap Non Rec Town in the amount of \$100,000 and a supplemental appropriation in line item #01-093-000-90013 Transfer Out - Cap Non Rec BOE in the amount of \$325,000 funded through an increase in estimated revenue to line item # 01-000-000-00328 Structural Permits of \$275,000 and \$150,000 from unassigned General Fund Fund Balance; and be it further

RESOLVED, that the Board of Selectmen hereby approves an increase in estimated revenues #08-141-000-00501 Transfers in - General Fund Town of \$425,000 and Increase in Supplemental Appropriation to expenditure line item #08-141-000-89010 Board of Education - System Wide BOE - HVAC Upgrades in the amount of \$325,000 and an increase in supplemental appropriation to expenditure line item # 08-141-000-89090 Public Works - Highway Division/Vehicle Maintenance - Sidewalk Reconstruction - nongrant in the amount of \$100,000.

A copy of the complete resolution to be voted on is available for public inspection in the Town Clerk's Office and on the Town's website at www.portlandct.org. Dated this 20th day of March 2025

Attest:  Michael A. Pelton, First Selectman



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RETURN OF NOTICE

I HEREBY CERTIFY THAT on March 20, 2025, I left a duplicate of the attached warning and notice of the Special Town Meeting of the Town of Portland, Connecticut with Michael V. Tierney, its Town Clerk.

I FURTHER CERTIFY that I caused a copy of said warning and notice to be published in the RIVEREAST NEWS BULLETIN, a newspaper having a substantial circulation in said town on Friday March 28, 2025.

I FURTHER CERTIFY that I caused to be set upon the signpost or other place nearest the office of the Town Clerk and at all other places and signposts designated by the Town a written copy of said warning and notice.

I FURTHER CERTIFY that all the above acts were done before the holding of said Special Town Meeting on Wednesday, April 2, 2025.

Dated at Portland, Connecticut this 20th day of March in the year 2025

Michael A. Pelton
First Selectman

A motion was made by Mike Pelton, seconded by Tim Lavoy to introduce the Resolution entitled **"SUPPLEMENTAL APPROPRIATIONS FOR TRANSFER OUT-CAP NON REC BOE AND TRANSFER OUT-CAP NON REC TOWN AND INCREASE TO ESTIMATED STRUCTURAL PERMITS AND USE OF GENERAL FUND FUND BALANCE"** and to wave the reading of the following resolution.

RESOLUTION

Town of Portland, Connecticut

April 2, 2025

SUPPLEMENTAL APPROPRIATIONS FOR TRANSFER OUT-CAP NON REC BOE AND TRANSFER OUT-CAP NON REC TOWN AND INCREASE TO ESTIMATED STRUCTURAL PERMITS AND USE OF GENERAL FUND FUND BALANCE

WHEREAS, two funding matters will be addressed in this resolution – Brownstone Intermediate School (BIS) Boilers Replacement and Sidewalk Restoration – nongrant; and

WHEREAS, the BIS operates using two Weil-McLain Boilers that are over 35 years old; and

WHEREAS, one of the boilers has recently failed and cannot be repaired; and

WHEREAS, due to the age of the boilers, it would be optimal to replace both within the same project; and

WHEREAS, approximately \$325,000 will be needed for the replacement of the boilers and potentially control upgrades; and

WHEREAS, there is a long lead time on the delivery of the boilers and funds need to be in place to order the boilers; and

WHEREAS, the Town has received grant funding via the Connectivity Grant and Local Capital Improvement grants for sidewalk projects; and

WHEREAS, the funds available were used for design of the Connectivity Grant and the Highland/Homestead sidewalk projects; and

WHEREAS, it is anticipated that an additional \$100,000 funds will be needed to complete these projects above allowable grant costs and funds that had already been set aside; and

WHEREAS, the Connectivity project and the Highland/Homestead sidewalk projects are going out to bid at the same time in the near future; and

WHEREAS, revenues in line item 01-000-000-00328 Structural Permits exceeds the original budget estimate due to higher large dollar permits coming in fiscal year 2025 than expected, the estimated revenues can be increased by at least \$275,000 for the above projects; and

WHEREAS, the remainder of the \$150,000 additional funds needed for both projects would be funded by an allocation of unassigned fund balance of the General Fund; and

WHEREAS, an increase in appropriation would be needed to the General Fund Line item # 01-093-000-90012 Transfer Out – Cap Non Rec Town in the amount of \$100,000 for the sidewalk reconstruction – nongrant; and

WHEREAS, an increase in appropriation would be needed to the General Fund Line item # 01-093-000-90013 Transfer Out – Cap Non Rec BOE in the amount of \$325,000 for the System-Wide BOE – HVAC upgrades; and

WHEREAS, in accordance with Chapter XII Section 1203.4, and Chapter V Section 503, a public hearing and a Special Town Meeting were held.

NOW, THEREFORE, BE IT RESOLVED the Board of Selectmen hereby approves a supplemental appropriation in line item #01-093-000-90012 Transfer Out – Cap Non Rec Town in the amount of \$100,000 and a supplemental appropriation in line item #01-093-000-90013 Transfer Out – Cap Non

Rec BOE in the amount of \$325,000 funded through an increase in estimated revenue to line item # 01-000-000-00328 Structural Permits of \$275,000 and \$150,000 from unassigned General Fund Fund Balance; and be it further


RESOLVED, that the Board of Selectmen hereby approves an increase in estimated revenues #08-141-000-00501 Transfers in – General Fund Town of \$425,000 and increase in Supplemental Appropriation to expenditure line item #08-141-000-89010 Board of Education – System Wide BOE – HVAC Upgrades in the amount of \$325,000 and an increase in supplemental appropriation to expenditure line item # 08-141-000-89090 Public Works – Highway Division/Vehicle Maintenance – Sidewalk Reconstruction – nongrant in the amount of \$100,000.

Moderator Dillon called for discussion. Tim Lavoy mentioned that this is a good thing. Jim Tripp agreed and added that fixing both boilers is good because of the lead time for purchasing the units. Bob Hetrick wanted to remind everyone that the sidewalks are also part of this vote. Mike Pelton agreed.

Jim Tripp called for a paper ballot vote on the Resolution, seconded by Tim Lavoy. The vote was counted by the Moderator and the Clerk, and the result were: Yes-12; No- 0; and 0 abstentions. The Motion carried.

A motion was made by Bob Hetrick, seconded by Mike Pelton to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 7:03 P.M.

ATTEST


Michael V. Tierney, Portland Town Clerk

Dated at Portland, Connecticut, this 7th day of April, 2025