

**TOWN OF CROMWELL
BOARD OF FINANCE
SPECIAL MEETING
APRIL 19, 2010
CROMWELL TOWN HALL 7:00 P.M.
ROOM 224/5**

MINUTES AND RECORD OF VOTE

Present: Chairman Ed Maley, Jr, Michael Gengler, Jack Henehan, Julius Neto, Loraine Caruso, Joe Corlis and Dan Kelly, Alternate.

Also present: First Selectman John Flanders, Director of Finance Marianne Sylvester

Chairman Maley called the Special Meeting to order at 7:10 p.m.

Chairman Maley discussed the budget process. He said he was handed a petition supporting the Board of Education increase and that it was available for anyone to review.

A **motion** was made by Loraine Caruso, **seconded** by Jack Henehan and it was **unanimously approved** to approve the agenda. *Motion passed.*

1. Approval of Minutes of Previous Meetings:

- a) Regular Meeting, March 25, 2010
- b) Public Hearing, April 6, 2010
- c) Public Hearing, April 13, 2010
- d) Special Meeting, April 13, 2010

A **motion** was made by Julius Neto, **seconded** by Jack Henehan and it was **unanimously approved** to approve the minutes of the March 25, 2010 Regular Meeting, the April 6, 2010 Public Hearing, the April 13, 2010 Public Hearing and the April 13, 2010 Special Meeting. *Motion passed.*

Chairman Maley requested the meeting continue with the General Government Budget with remaining discussions to follow.

3. Discussion and decisions on the 2010-2011 Board of Selectman's proposed budget, including debt service.

Budget Line Item #38- Human Services

A **motion** was made by Michael Gengler, **seconded** by Loraine Caruso and it was **unanimously approved** to approve Line Item #38 Human Services for \$95,975. *Motion passed.*

Budget Line Item #39- Senior Services

A **motion** was made by Loraine Caruso, **seconded** by Jack Henehan and it was **unanimously approved** to approve Line Item #39 Senior Services for \$77,648. *Motion passed.*

Budget Line Item #40- Transportation Services

A **motion** was made by Loraine Caruso, **seconded** by Michael Gengler and it was **unanimously approved** to approve Line Item #40 Transportation Services for \$95,464. *Motion passed.*

Jack Henehan questioned fuel cost and Theresa Strong clarified for him. There was a discussion of the challenge of fuel costs.

Budget Line Item #43-Library

A **motion** was made by Michael Gengler, **seconded** by Joe Corlis and it was **unanimously approved** to approve Line Item #43 Library for \$525,309. *Motion passed.*

Eileen Branciforte clarified line items and discussed increase in Library foot traffic.

Budget Line Item #35-Police Department

A **motion** was made by Julius Neto, **seconded** by Loraine Caruso and it was **unanimously approved** to approve Line Item #35 Police Department for \$2,721,469. *Motion passed.*

There was a discussion of the challenge of fuel costs. Mr. Neto questioned the tracking of overtime and Chief Salvatore gave the progress year to date.

Budget Line Item #36- Animal Control

A **motion** was made by Jack Henehan, **seconded** by Loraine Caruso and it was **unanimously approved** to approve Line Item #36 Animal Control for \$80,441. *Motion passed.*

Mr. Flanders requested the Board discuss Agenda Item #2 related to: Other Fund 2010-2011 budget for a) Dog Fund: \$22,200.

A motion was made by Michael Gengler, **seconded** by Loraine Caruso and it was **unanimously approved** to approve Other Fund 2010-2011 budget for Dog Fund, \$22,200. *Motion passed.*

Mr. Gengler questioned an increase in Outside Services; Chief Salvatore explained that the Portland contract increased.

Budget Line Item #1- First Selectman's Office

A **motion** was made by Michael Gengler, **seconded** by Loraine Caruso and it was **unanimously approved** to approve Line Item #1 First Selectman's Office for \$255,521. *Motion passed.*

Mr. Flanders clarified Mr. Roohr's salary for Chairman Maley.

Budget Line Item #2-Town Clerk

A **motion** was made by Loraine Caruso, **seconded** by Jack Henehan and it was **unanimously approved** to approve Line Item #2 Town Clerk for \$205,537. *Motion passed.*

Julius Neto commended Mr. Flanders and Darlene DiProto for using the part-time person so efficiently by sharing the hours with the Senior Center. Ms. DiProto explained how hours are shared between departments.

Budget Line Item #19-Treasurer

A **motion** was made by Michael Gengler, **seconded** by Loraine Caruso and it was **unanimously approved** to approve Line Item #19 Treasurer for \$300. *Motion passed.*

Budget Line Item #3-Elections Dept

A **motion** was made by Loraine Caruso, **seconded** by Jack Henehan and it was **unanimously approved** to approve Line Item #3 Elections Department for \$58,426. *Motion passed.*

Linda Duren explained that line items were consolidated this year. Mertie Terry explained that a busy ballot year was expected and there was a discussion of the cost of ballots. Due to the high cost of ballots, Ms. Caruso asked if electronic voting was considered; Ms. Duren explained that electronic voting is resisted.

Budget Line Item #4-Economic Development

A **motion** was made by Jack Henehan, **seconded** by Loraine Caruso and it was **unanimously approved** to approve Line Item #4 Economic Development for \$40,200. *Motion passed.*

Mr Flanders explained that the interviewing for this position was in a holding pattern until the budget was decided. There was a discussion of how to handle the coordinator position. Mr. Neto encouraged Mr. Flanders to increase this line because future growth of the town is very important and there is a need to develop the town to its fullest potential. There was a discussion on the need to invest in this position for the possibility of a good return.

Budget Line Item #5-Board of Finance

A **motion** was made by Loraine Caruso, **seconded** by Michael Gengler and it was **unanimously approved** to approve Line Item #5 Board of Finance for \$29,080. *Motion passed.*

Chairman Maley said that the audit is an unavoidable expense.

Budget Line Item #6-Capital Exp.Comm.

A **motion** was made by Michael Gengler, **seconded** by Loraine Caruso and it was **unanimously approved** to approve Line Item #6 Capital Exp. Comm for \$90. *Motion passed.*

Mr. Flanders explained for Mr. Neto that the Town Charter requires this line item and it could therefore not be associated with another department in an effort to streamline the small amount.

Budget Line Item #7-Charter Revision Comm.

A **motion** was made by Julius Neto, **seconded** by Loraine Caruso and it was **unanimously approved** to approve Line Item #7 Charter Revision Comm. for \$571. *Motion passed.*

Mr. Flanders commented that this expenditure was required during his term.

Budget Line Item #10-Donations & Dues

A **motion** was made by Michael Gengler, **seconded** by Julius Neto and it was **unanimously approved** to approve Line Item #10 Donations & Dues for \$37,863. *Motion passed.*

Mr. Flanders confirmed for Mr. Neto that there is documentation requesting assistance. Chairman Maley expressed that all items were worthwhile organizations.

Budget Line Item #11-Board of Selectman

A **motion** was made by Julius Neto, **seconded** by Jack Henehan and it was **unanimously approved** to approve Line Item #11 Board of Selectman for \$9,384. *Motion passed.*

Budget Line Item #12-Legal Expense

A **motion** was made by Julius Neto, **seconded** by Loraine Caruso and it was **unanimously approved** to approve Line Item #12 Legal Expense for \$166, 636. *Motion passed.*

Mr. Neto and Ms. Caruso commended Mr. Flanders for decreasing legal fees; Mr. Flanders discussed legal fees and expenses and how he intends to handle them in the future with the departments. Mr. Flanders said he would look into Chairman Maley's concern regarding the Board's potential legal advice from the town's attorney.

Budget Line Item #13-Central Services

A **motion** was made by Loraine Caruso, **seconded** by Michael Gengler and it was **unanimously approved** to approve Line Item #13 Central Services for \$97,700. *Motion passed.*

There was a discussion regarding postage.

Budget Line Item #14-Insurance Expense

A **motion** was made by Loraine Caruso, **seconded** by Julius Neto to approve Line Item #14 Insurance Expense for \$456,899.

Mr. Roohr said he was able to reduce the following line items: Workman's Comp from \$199, 341 to \$195,000, Package Policy Insurance from \$148,000 to \$140,000, Town Clerk and Tax Collector Liability Insurance from \$2,000 to \$600. In addition, he was able to remove \$5,000 from the Heart and Hypertension fund and decrease the Deductible Expense from \$5,000 to \$3,000. There was a discussion on the Heart and Hypertension fund.

A motion was made by Julius Neto, **seconded** by Loraine Caruso and it was **unanimously approved** to make a collective reduction of \$20,741. Motion passed.

A motion was made by Jack Henehan, **seconded** by Julius Neto and it was **unanimously approved** to approve Line Item #14 Insurance Expense for an amended amount of \$436,158. *Motion passed.*

Budget Line Item #15-General Expense

A **motion** was made by Joe Corlis, **seconded** by Michael Gengler and it was **unanimously approved** to approve Line Item #15 General Expense for \$86,650. *Motion passed.*

There was a discussion of sidewalks, construction and computer network improvement. Ms Sylvester explained the annual rotation of computers and confirmed for Mr. Neto that the computers are purchased, not leased.

There was a discussion on combining Central Service and General Expense. Mr. Flanders said next year they will be combined.

Budget Line Item #16-Finance Department

A **motion** was made by Julius Neto, **seconded** by Michael Gengler and it was **unanimously approved** to approve Line Item #16 Finance Department for \$323,719. *Motion passed.*

Ms Sylvester discussed bank account fees. Mr. Flanders and Ms Sylvester said that the number of depositories has increased to six; Chairman Maley commented that this was a smart move.

Budget Line Item #44-Employee Benefits

A **motion** was made by Michael Gengler, **seconded** by Julius Neto to approve Line Item #44 Employee Benefits for \$2,858, 432.

Mr. Flanders discussed the matter of self-insuring. Mr. Roohr was able to reduce the Dental line from \$108,125 to \$98,000 and the Post Retirement Medical Exp Line from \$28,600 to \$13,000.

The **main motion** was carried to **unanimously approve** Line Item #44 Employee Benefits for an amended amount of \$2,832,707. *Motion passed.*

A **motion** was made by Michael Gengler, **seconded** by Julius Neto and it was **unanimously approved** to *remove* Line Item #33 Pub Wks-Other Exp from the table. *Motion passed.*

Mr. Flanders discussed and clarified expenditures on heating oil and street lights. Mr. Flanders said that the Street Lighting line was reduced from \$185,000 to \$173,000.

A **motion** was made by Loraine Caruso, **seconded** by Michael Gengler and it was **unanimously approved** to approve a recess. *Motion passed.*

Chairman Maley called the meeting back to order at 8:52 p.m.

A **motion** was made by Michael Gengler, **seconded** by Julius Neto to approve Line Item #33 Pub Wks-Other Exp for \$450,125.

A **motion** was made by Michael Gengler, **seconded** by Julius Neto and it was **unanimously approved** to reduce the Street Lighting Line to \$173,000. *Motion passed.*

A **motion** was made by Michael Gengler, **seconded** by Joe Corlis and it was **unanimously approved** to approve Line Item #33 Pub Wks-Oth Exp for the amended amount of \$438,125. *Motion passed.*

Chairman Maley and Ms Sylvester concurred that the General Government amended total was \$13,318,510.

A **motion** was made by Loraine Caruso, **seconded** by Jack Henehan and it was **unanimously approved** to approve the General Government Total for an amended amount of \$13,318,510. *Motion passed.*

Budget Line Item #45-Debt Service

A **motion** was made by Julius Neto, **seconded** by Loraine Caruso to approve Line Item #45 Debt Service for \$4,281,377.

Ms Sylvester said that adjustments were made based on the Road Improvements passing and the Police Communications not passing reducing the bottom line for #45 Debt Service by \$145,400.

A **motion** was made by Julius Neto, **seconded** by Loraine Caruso and it was **unanimously approved** to approve the amended amount of \$4,135,977. *Motion passed.*

Chairman Maley reminded the room that this Line Item is for debts the town already owes.

At this time, there was a consensus among the Board to address Agenda Item #2.

2. Discussion and action on Other Fund 2010-2011 budgets

a) Dog Fund: \$22,200

Chairman Maley recognized this fund as addressed earlier in the meeting.

b) Sidewalk Fund: \$10,000

A **motion** was made by Michael Gengler, **seconded** by Loraine Caruso and it was **unanimously approved** to approve the Sidewalk Fund for \$10,000. *Motion passed.*

c) Sewer Usage Fund: \$1,488,738

A **motion** was made by Loraine Caruso, **seconded** by Julius Neto and it was **unanimously approved** to approve the Sewage Usage Fund for \$1,488,738.
Motion passed.

Richard Peck said that the usage fee increased \$10.00 per year.

d) Sewer Assessment: \$212,560

A **motion** was made by Michael Gengler, **seconded** by Loraine Caruso and it was **unanimously approved** to approve the Sewer Assessment for \$212,560.
Motion passed.

4. Discussion and decisions on the 2010-2011 Board of Education Budget

Budget Line Item #46-Board of Education.

A **motion** was made by Julius Neto, **seconded** by Loraine Caruso to approve Line Item #46 Board of Education for \$25,134,587.

Dr Bisceglia gave the Board a copy of the Summary of Budget Reductions 2010-2011. He said that other than medical benefits, every other area where administration had control, each came in under budget and he commended them for rising to the occasion. He said the budget continues to be a moving target and he gave examples. He spoke in support of the 3% increase.

Chairman Maley complimented and thanked Dr Bisceglia, the BOE and all those that contributed to achieve savings. He said that for the most part, this participation was made through furloughs by all except the Teacher's Union who did not make contract concessions. Dr Biscgeglia confirmed for Chairman Maley that had the Teacher's Union participated in three furlough days, it would result in an approximate savings of \$200,000.

There were comments from Chairman Maley, Mr. Corlis and Mr. Gengler regarding the Board of Education budget. Mr. Neto spoke in favor of gaining efficiencies and finding balance. Ms. Caruso spoke of finding a balance the town can afford.

Dr Bisceglia spoke favorably of the Cromwell School System.

A **motion** was made by Joe Corlis, **seconded** by Michael Gengler to reduce Line Item #46 Board of Education by \$300,000.

There was a discussion of the effect of a \$300,000 reduction.

The main **motion** was carried to **approve** the amended amount of \$24,834,587, 5-1: Michael Gengler, Chairman Maley, Loraine Caruso, Julius Neto, Joe Corlis, In Favor. Jack Henehan, Opposed. *Motion passes.*

A **motion** was made by Michael Gengler, **seconded** by Loraine Caruso and it was **unanimously approved** to approve a Master Motion of \$13,318,510 for General Government, \$4,135,977 for Debt Service and \$24,834,587 for Board of Education.

5. Discussion on any 2010-2011 budget matter.

Mr. Flanders agreed to reschedule the Town Meeting from May 4th to May 6th at 7:00 p.m. at a location yet to be determined. The Board of Selectman has voted to put the budget to referendum.

A **motion** was made by Loraine Caruso, **seconded** by Jack Henehan and it was **unanimously approved** to adjourn the Special Meeting at 9:31 p.m. *Motion Passed.*

Respectfully submitted,

Lisa Ruggiero

Clerk, Board of Finance