

Town of Cromwell, CT
Board of Finance
Special Meeting
Wednesday, April 3, 2019 7:00 P.M.
Cromwell Town Hall, Room 224/225

Minutes and Record of Vote

Present: Chairman John Henehan, Vice-Chairman Julius Neto, Amanda Drew, Steve Wygonowski, Ed Maley Jr., Alternate Jon Dzurka and Alternate Dan Kelly

Not Present: Alternate Allan Spotts

Also Present: Town Manager Anthony Salvatore, Finance Director Marianne Sylvester, Chief Denise Lamontagne, Captain Kevin VanderSloot, Director of Human Services Amy Saada and Library Director Kara Canney

Call To Order - Chairman John Henehan called the Special Meeting dated April 3, 2019 to order at 8:16 p.m.

Seat Alternates – A motion was made by Mr. Maley and seconded by Mr. Neto to seat Alternate Dan Kelly. *All in Favor – Motion Passed.*

Discussion and decisions on the 2019-2020 Town Managers proposed budget:

Budget Line #35 Emergency Management

A motion was made by Mr. Neto and seconded by Ms. Drew to approve \$19,050 for line item #35 Emergency Management. *All in Favor – Motion Passed*

Chief Lamontagne presented what was included in the Emergency Management budget. She noted the increases and any other changes made within the budget.

Budget Line #36 Police Department

A motion was made by Ms Drew and seconded by Mr. Neto to approve \$3,531,214 for line item #36 Police Department. *All in Favor – Motion Passed*

Chief Lamontagne presents the Police Department budget. Noted that she wants to add a Patrol Officer to cover the increasing businesses to the town. This position will also help cover officers on vacation and to assist in cutting down overtime.

Some discussion regarding how the scheduling would be affected with the additional patrol officer and the affect in may have on the overtime hours of the department. Members of the Finance Board all gave their input in regards to this budget line. Some may not agree on the impact of benefits when adding personnel but supports the need. Most support the need of additional personnel to the police department.

CAPITAL (CNR):

A motion was made by Mr. Neto and seconded by Ms. Drew to approve \$50,000 for the purchase of a new vehicle for the Shift Supervisor. *All in Favor - Motion Passed.*

Discussion followed regarding the need of the new vehicle and questioned the condition of the remainder of the fleet of vehicles. Chief noted that everything is being done to manage the miles and keep them to a minimum to have them last longer. Future purchases of new vehicles may be requested and will be purchasing extended warranties when they do. It was asked if there were any extra vehicles in the fleet and the Chief answered that this is no extra fleet.

Budget Line #37 Animal Control

A motion was made by Mr. Neto and seconded by Ms. Drew to approve \$89,371 for line item #37 Animal Control. *All in Favor – Motion Passed*

Chief Lamontage stated that the increase in salaries is contractual. Also adding two part-time personnel that will work approximately 10 hours each.

Discussion followed regarding to specifics for this line item.

Budget Line #39 Human Services

A motion was made by Ms. Drew and seconded by Mr. Neto to approve the amended amount of \$131,951 for line item #39 Human Services. *All in Favor – Motion Passed.*

Director of Human Services Amy Saada noted changes in her budget and explained that the increase is due to the increase in citizens using the services offered.

Discussion followed regarding the specifics of this line item.

Budget Line #40 Senior Services

A motion was made by Ms. Drew and seconded by Mr. Daly to approve \$109,980 for line item #40 Senior Services. *All in Favor – Motion Passed*

Director Amy Saada presented her budget for this department and noted that there are 4,000 seniors in the Town of Cromwell at this time.

Discussion followed regarding some of the line items. Questions were asked about the Outreach program and what is being done to locate those that are homebound. It was noted that approximately 100 seniors visit the center everyday and 49 seniors had joined in the last two months.

Budget Line #41 Transportation Services

A motion was made by Ms. Drew and seconded by Mr. Neto to approve \$189,396 for line item #41 Transportation Services. *All in Favor – Motion Passed.*

Ms. Saada presented her budget for Transportation Services and the increasing demand for rides has impacted the budget.

Discussion followed regarding what the demand has been and how the demand is prioritized. Asked if some kind of compensation is made by those using the services to help keep the cost to the department down. It was noted that some make donations and some don't due to their financial status but cannot demand payment even from those that can afford to.

Budget Line #42 Youth Services

A motion was made by Ms. Drew and seconded by Mr. Neto to approve \$95,298 for line item #42 Youth Services. *All in Favor – Motion Passed*

Ms Saada noted that decrease in the budget was due to changes in staffing.

Budget Line #44 Library

A motion was made by Ms. Drew and seconded by Mr. Neto to approve \$594,581 for line item #44 Library. *All in Favor – Motion Passed*

Ms.Canney presented her budget for the library and pointed out some of the key changes. She mentioned that Ipods were donated by the schools but they are not used as much as the on-line computers. The non-fiction books were outdated and needed to be replaced. Trying to improve circulation of new books. At present new books are not borrowed by other libraries. She also mentions that the traffic at the library has increased. Increased programming significantly by offering at times where more can attend. Added more teen programs at times better suited for them and will teaming up with Youth Services to combine some programs.

Discussion followed regarding some of the programs and services offered.

Budget Line #2 Town Clerk

A motion was made by Mr. Neto and seconded by Ms. Drew to approve \$219,242 for line item #2 Town Clerk. *All in Favor – Motion Passed*

Joan Lindquist detailed some of the line items in the Town Clerk's budget.

Discussion followed regarding her departmental expenses, the recording of land records and questions on dog licensing.

Budget Line #43 Recreation Department

A motion was made by Mr. Neto and seconded by Ms. Drew to approve \$252,731 for line item #43 Recreation Department. *All in Favor – Motion Passed*

Town Manager Anthony Salvatore highlighted areas of the recreation budget. He noted that the revenue is in a revolving account. As it comes in, it goes into this account and then used on other projects. Programs being offered are successful and the revenue being generated is offsetting the cost of the summer programs. Mr. Salvatore did mention some concern if the minimum wages is increased. The summer program is considering extended the program but need to take into account the college students going back to school.

Discussion followed regarding some of the programs being offered. Also question the possibility of have some type of concession stand for movie night. Questioned revenue and how it is being generated for the

Recreation Department. It was asked if Pre-School aged programs would be added for early evenings instead of during the day for those parents who work.

Budget Line #38 Health Department

A motion was made by Ms. Drew and seconded by Mr. Neto to approve the amended amount of \$198,293 for line item # 38 Health Department. *All in Favor – Motion Passed*

Mr. Salvatore highlighted some of the items in this budget. He stated that more programs are being instituted; Food Licenses are being coordinated with the Tax Office and explained some of the expenditures.

Discussion followed regarding some of the departmental expenses. It was explained that more handouts/flyers are being distributed for health related subjects.

Budget Line #3 Elections Department

A motion was made by Mr. Neto and seconded by Ms. Drew to approve \$79,203 for line item #3 Elections Department. *All in Favor – Motion Passed*

Mr. Salvatore presented the Elections Department budget and some of their changes/increases.

Discussion followed regarding some of the departmental expenses. Increase with election expenses is a contributing factor to the departments increase (ballots, machines and staffing).

Budget Line #9 Tax Collector

A motion was made by Ms. Drew and seconded by Mr. Neto to approve \$144,353 for line item #9 Tax Collector. *All in Favor – Motion Passed*

Mr. Salvatore presented the budget for the Tax Collector and noted the changes being proposed in the department.

Discussion followed regarding the changes being taken placed (personnel changes and what is being collected at the tax collector's office).

Budget Line #4 Economic Development

A motion was made by Ms. Drew and seconded by Mr. Daly to approve the amended amount of \$22,263 for line item # 4 Economic Development. *All in Favor – Motion Passed.*

Mr. Salvatore explains some of the increases and decreases.

Discussion followed regarding the increases for backdrops for displays and literature for handouts.

Budget Line #4A Redevelopment Agency

A motion was made by Mr. Neto and seconded by Ms. Drew to approve \$900 for line item #4A Redevelopment Agency. *All in Favor – Motion Passed*

NOTE: Funds have been redistributed between Economic Development and the Redevelopment Agency.

Budget Line #5 Town Planner

A motion was made by Ms. Drew and seconded by Mr. Neto to approve \$133,323 for line item # 5 Town Planner. ***All in Favor – Motion Passed***

Mr. Salvatore presented the specifics for the Town Planner budget.

Discussion followed regarding the Town Planner's salary. It was noted that his salary is split between the Town Planner's budget and the Development Compliance.

Budget Line #6 Development Compliance

A motion was made by Mr. Neto and seconded by Ms. Drew to approve \$103,201 for line item # 6 Development Compliance. ***All in Favor – Motion Passed***

Mr. Salvatore noted that the new director is improving exposure and active in marketing the town for future business.

A motion was made by Mr. Neto and seconded by Ms. Drew to recess meeting at 10:16 p.m. ***All in Favor – Motion Passed***

NOTE: The next Special Meeting is scheduled for April 8, 2019 at 7:00 p.m. at the Town Hall (Room 224/225).

Respectfully submitted,

Cynthia Hardacker

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Recording Clerk