

Town of Cromwell, CT  
Board of Finance  
Special Meeting  
Monday, April 2, 2018 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, Bob Milardo, 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, Public Works Director Lou Spina, Superintendent John T. Maloney and Asst. Superintendent Krista Karch

**Call To Order** - Chairman John Henehan called the Special Meeting dated April 2, 2018 to order at 7:00 p.m.

**Seat Alternates** – No alternate needed to be seated.

**Discussion and decisions on the 2017-2018 Town Managers proposed budget:**

**Budget Line #47 Board of Education**

A motion was made by Mr. Neto and seconded by Ms. Drew to approve the amended amount of \$29,724,214 for line item #47 Board of Education. ***5 Approved and 1 abstained (B. Milardo) – Motion Passed***

The Board of Ed's initial proposed budget was \$29,911,229 (a 1.90% increase). Mr. Maloney distributed an updated Executive Summary for 2018-19 which reflected a decrease of \$120,015 for health insurance. This brought the proposal down to \$29,791,214 or 1.53%. The Board of Finance ultimately cut their budget for a total of \$187,015 (\$120,015 + \$67,000) for a final budget of \$29,724,214 or 1.30% increase.

Discussion followed regarding: Increase in legal fees, textbooks vs computers, teacher training, etc.

\*\*\* Note: There was a brief recess from 7:15 to 7:20 p.m.

**Budget Line #27 Public Works Admin.**

A motion was made by Ms Drew and seconded by Mr. Neto to approve \$4,288,767 for line item #27 Public Works Admin. ***5 Approved and 1 opposed (Mr. Maley) – Motion Passed***

\*\*\* **Budget Line #28 Engineering, #29 Sol. Waste/Recyc. Cntr, #30 Highway Dept, #31 Vehicle Maintenance, # 32 Building Maintenance, #33 Parks + Ground and #34 Pub. Wks.-Other Exp. dollars were grouped together on Line 27. \*\*\***

Discussion followed regarding specifics on the various line items for Public Works (Hoffman Hill Walking Trail expansion project, solid waste tipping fees, easement of town pipelines, vehicle maintenance, LED lighting and working with Eversource which has been a learning curve, create part-time hours to eliminate OT hours,

#### **CAPITAL (CNR):**

- A motion was made by Ms. Drew and seconded by Mr. Neto to approve \$285,000 for road improvements. *All in Favor – Motion Passed.*

Discussion followed regarding to specifics as what road improvements are being considered.

- A motion was made by Ms. Drew and seconded by Mr. Neto to approve \$93,000 for the Highway Department to replace the plow (\$18,000-\$19,000) and to replace the roadside mower arm (\$65,0000). NOTE: In 3 to 5 years parts may be obsolete. It was suggested that the whole mower be replaced for approximately \$135,000 and be able to get parts for it. Permission given to purchase mower arm for \$65,000. *All in Favor – Motion Passed.*
- A motion was made by Mr. Neto and seconded by Ms. Drew to approve \$153,500 for Building Maintenance on Nooks Hill Road. *5 Opposed and 1 Approved – Motion Did Not Pass*

Discussion followed regarding whether the building on Nook Hill Road should be demolished or rehab it and lease it on a short-term basis to generate revenue from it. It was noted that the Town Council wants to rehab it. Options were discussed and what the benefits would be. If the money was not going to be used, the funds would go back into the General Fund.

- A motion was made by Ms. Drew and seconded by Mr. Neto to approve \$25,000 to refurbish the Little League fields. Field would be refurbished on a rotation basis (one per year). With the resources they had last year they rested one field. *All in Favor – Motion Passed.*
- A motion was made by Ms. Drew and seconded by Mr. Neto to approve \$16,000 to purchase a heavy-duty scanner (diagnostics for truck repairs). *All in Favor – Motion Passed.*

Discussion followed regarding as to how money would be saved by being able to diagnose small repairs on the trucks without having to send to the dealership for repairs costing the Town a diagnostic fee plus the cost of the repair, towing charges, lost time dropping off and picking up, etc. The scanner would allow trained personnel to determine if the repairs can be done in-house.

#### **Budget Line #1 Town Manager's Office**

A motion was made by Mr. Neto and seconded by Ms. Drew to approve \$365,585 for line item #1 Town Manager's. *All in Favor – Motion Passed*

Discussion followed regarding to specifics for this line item.

#### **Budget Line #7 Building Inspection**

A motion was made by Ms. Drew and seconded by Mr. Neto to approve the amended amount of \$193,938 from \$193,197 for line item #7 Building Inspection. *All in Favor – Motion Passed.*

Discussion followed regarding the specifics of this line item. It was mentioned that there potential to bring in a part-time person.

#### **Budget Line #8 Finance Department**

A motion was made by Ms. Drew and seconded by Mr. Neto to approve \$399,405 for line item #8 Finance Department. *All in Favor – Motion Passed*

Discussion followed regarding some of the line items (contractual services, software support, bank services, etc.) It was asked if the Town will be going with another bank – a decision will be made by the end of the month.

#### **Budget Line #10 Assessor's Office**

A motion was made by Ms. Drew and seconded by Mr. Neto to approve \$232,032 for line item #10 Assessor's Office. *All in Favor – Motion Passed.*

Discussion followed regarding some of the expenditures. Efforts are being made to educate the public, so they better understand the grand list process. The Grand List total is being worked on and is expected to have an increase.

#### **Budget Line #12 Donations & Dues**

A motion was made by Ms. Drew and seconded by Mr. Neto to approve \$48,860 for line item #12 Donations & Dues. *All in Favor – Motion Passed*

Discussion followed regarding if those requesting a donation, are getting paid. Those organizations requesting a donation is receiving the donation but not necessarily the amount they were asking for (for example: Hillside Cemetery asked for \$2,000 but the Town Council granted \$3,000).

#### **Budget Line #13 Legal Expense**

A motion was made by Ms. Drew and seconded by Mr. Neto to approve \$212,764 for line item #13 Legal Expense. *4 Approved and 1 Opposed – Motion Passed*

Discussion followed regarding what the differences with the Town Attorney vs the Special Counsel. The town attorney is used for normal town matters and the special counsel is used for tax matters or other special circumstances. Contracted Services was also questioned.

#### **Budget Line #14 Central Services**

A motion was made by Ms. Drew and seconded by Mr. Neto to approve \$140,300 for line item #14 Central Services. *All in Favor – Motion Passed*

Discussion followed regarding the cost for postage vs email. Ms. Sylvester noted that she would see where savings can be made in this area (postal machine rental, mailings, etc.)

#### **Budget Line #15 Insurance Expense**

A motion was made by Ms. Drew and seconded by Mr. Neto to approve \$606,340 for line item #15 Insurance Expense. *All in Favor – Motion Passed*

### **Budget Line #16 General Expense**

A motion was made by Ms. Drew and seconded by Mr. Neto to approve the amended amount of \$93,002 from the original amount of \$746,502 for line item # 16 General Expense. ***5 Approved and 1 abstained (B. Milardo) – Motion Passed***

Discussion followed regarding the lease on the parking lot by the police department. Questioned why this is the only area this is being done and was mentioned that the Town Council wanted it.

A motion was made by Mr. Maley and seconded by Mr. Milardo to reduce the budgeted amount by \$9,000. ***2 Approved and 4 Opposed – Motion Did Not Pass***

### **Budget Line #17 Town Council**

A motion was made by Ms. Drew and seconded by Mr. Neto to approve \$38,155 for line item #17 Town Council. ***All in Favor – Motion Passed***

### **Budget Line #18 Board of Finance**

A motion was made by Ms. Drew and seconded by Mr. Neto to approve \$1,350 for line item #18 Board of Finance. ***All in Favor – Motion Passed***

### **Budget Line #20 Charter Revisions Committee**

A motion was made by Ms. Drew and seconded by Mr. Neto to approve the amended amount of \$2 from the original amount of \$1,501 for line item #20 Charter Revisions Committee. ***All in Favor – Motion Passed.***

Discussion followed regarding the pro and cons of amending the amount to \$2. It was noted that changes will not be able to be made until April 2019.

### **Budget Line #21 Bd of Assess Appeals**

A motion was made by Ms. Drew and seconded by Mr. Neto to approve \$1,700 for line item #21 Bd of Assess Appeals. ***All in Favor – Motion Passed***

### **Budget Line #22 Comm Support Disabled**

A motion was made by Ms. Drew and seconded by Mr. Neto to approve \$100 for line item #22 Comm. Support Disabled. ***All in Favor – Motion Passed***

### **Budget Line #45 Employee Benefits**

A motion was made by Mr. Milardo and seconded by Ms. Drew to approve the amended amount of \$3,563,379 from the original amount of \$3,603,379 for line item #45 Employee Benefits. ***All in Favor – Motion Passed***

Discussion followed regarding expenditures, unemployment compensation, pensions and questioned how Cromwell compared to other towns.

### **Budget Line #46 Debt Services**

A motion was made by Ms. Drew and seconded by Mr. Neto to approve \$3,687,300 for line item #46 Debt Services. ***All in Favor – Motion Passed***

A motion was made by Ms. Drew and seconded by Mr. Neto to approve the final budgeted amount of \$29,724,214 for the Board of Education and \$16,365,307 for the Town of Cromwell General Government Budget. ***All in Favor – Motion Passed***

Adjournment – A motion was made by Ms. Drew and seconded by Mr. Milardo to adjourn meeting at 9:51 p.m. ***All in Favor – Motion Passed***

*\*\*\* NOTE: After the meeting was adjourned it was noticed that the wrong amount for the Town's budget was incorrect and that a short meeting would need to be held on April 4, 2018 at 6:30 at the Town Hall (Room 224/225) to vote on the corrected amount.*

Respectfully submitted,

**Cynthia Hardacker**

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Recording Clerk