

Town of Cromwell, CT
Board of Finance
Special Meeting
Tuesday, April 12, 2016
Woodside Intermediate School

Minutes and Record of Vote

Present: Vice Chairman Julius Neto, Amanda Drew, Joseph Corlis, Allan Spotts, Bob Milardo, Alternate Jon Dzurka and Alternate Dan Kelly

Not Present: Chairman John Henehan

Also Present: Town Manager Anthony Salvatore, Finance Director Marianne Sylvester, Director of Public Work Lou Spina, Recreation Director Sue Schein and HR Director Joy Hollister

Call To Order - Vice Chairman Julius Neto called the Special Meeting dated April 12, 2016 to order at 7:00 p.m.

Seat Alternates – No alternates were seated.

Discussion and decisions on the 2016-2017 Town Managers proposed budget:

Budget Line #22 Comm. Support Disabled

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

Recreation Director Sue Schein stated that she is trying to get this commission to begin meeting again. That is why she budgeted the \$100 to cover if they do. No other discussion took place for this line item.

Budget Line #42 Youth Services

A motion was made by Ms. Drew and seconded by Mr. Spotts to approved \$106,830 for line item #42 Youth Services. *All in Favor – Motion Passed*

Recreation Director Sue Schein reported on Youth Services 2017 Budget. There was discussion in regards to in school assemblies covering such subjects as bullying, etc. Also discussed was the after school programs and other programs that are offered through this department.

Budget Line #43 Recreation

A motion was made by Mr. Spotts and seconded by Ms. Drew to approve \$240,035 for line item #43 Recreation. *All in Favor – Motion Passed*

There was discussion concerning the 2017 Recreation budget. Discussion on the expansion of non-traditional recreation programs (i.e. cooking, film making, science and art, etc), research and implement

on-line registration system so residents can pay with credit/debit cards, receive emails for new programs, etc. Ms. Schein reported that that summer playground programs have grown considerably last year (i.e. the 7th and 8th graders grew to as much as 40 to 50 kids). She also reported that the van she drives needs to be replaced and flyers for summer packet will be the only thing mailed. Everything else will be available through the website.

A motion was made by Mr. Spotts and seconded by Ms. Drew to approve \$22,000 to replace the van that is driven by Recreation Director. The old van will be auctioned off. The new van will have storage capabilities (this will save labor hours to remove and install seats as needed). Other departments if needed can also utilize this van. *All in Favor – Motion Passed.*

Budget Line #39 Human Services

A motion was made by Ms. Drew and seconded by Mr. Corlis to approve \$113,708 for line item #39 Human Services. *All in Favor – Motion Passed*

Director Joy Hollister noted that the only increase was for the food pantry, which is a one-time increase. No other discussion took place.

Budget Line #40 Senior Services

A motion was made by Ms. Drew and seconded by Mr. Corlis to approve \$93,333 for line item #40 Senior Services. *All in Favor – Motion Passed* (Bob Milardo excused himself from this vote due to a conflict he has).

Director Hollister noted that due to the popularity of the programs being offered an increase in part-time instructors is needed. Increasing additional hours to programs making them more accessible. No other discussion took place.

Budget Line #41 Transportation Services

A motion was made by Ms. Drew and seconded by Mr. Corlis to approve \$112,045 for line item #41 Transportation Services. *All in Favor – Motion Passed*

No questions were asked. It was noted by Director Hollister that there was a decrease in fuel cost.

Budget Line #27 Public Works Admin.

A motion was made by Ms. Drew and seconded by Mr. Corlis to approve \$255,703 for line item #27 Public Works Admin. *All in Favor – Motion Passed*

Director of Public Works Lou Spina noted that a Pavement Management Program is to be established so that systematically road improvements take place. He also referred to the Public Works 2017 Budget. No other discussion took place.

Budget Line #28 Engineering

A motion was made by Ms. Drew and seconded by Mr. Corlis to approve \$213,606 for line item #28 Engineering. *All in Favor – Motion Passed*

Director Lou Spina noted that the proposed budget for Engineering is very lean. There was discussion on the pavement management plan, the design a walking trail loop and future pavilion on the Hoffman Hill Farm Park, and pursue grant opportunities and implementing the grants the town already has.

Budget Line #29 Solid Waste/Recyc. Center

A motion was made by Ms. Drew and seconded by Mr. Corlis to approve \$609,713 for line item #29 Solid Waste/Recyc. Center. *All in Favor – Motion Passed*

Director of Public Works Lou Spina reported on the 2017 Budget for Solid Waste/Recycling Center. There was discussion regarding the solid waste disposal of mattresses, oil and other waste material. Mr. Spina noted that solid waste has become very specialized and testing of some of the material being disposed may need to be tested (such as oil). He also discussed that the organic recycling program and plans to educate the public for compost use.

Budget Line #30 Highway Department

A motion was made by Ms. Drew and seconded by Mr. Corlis to approve \$1,277,226 for line item #30 Highway Department. *All in Favor – Motion Passed*

Director of Public Works Lou Spina reviewed the 2017 Highway Department budget. The bulk of the budget is labor and salt for the roads. The balance is planned for roadwork and material needed to perform the work. There was also discussion on the preventative maintenance roadwork, catch basin cleaning (which the DEP would like the town to do once a year), the crack sealing program and who is responsible for road repairs when utility companies dig up the road for repairs.

Budget Line #31 Vehicle Maintenance

A motion was made by Ms. Drew and seconded by Mr. Corlis to approve \$339,634 for line item #31 Vehicle Maintenance. *All in Favor – Motion Passed*

Mr. Spina reviewed the 2017 Vehicle Maintenance budget. There was discussion concerning the triaxle dump truck and its use. CNR for the triaxle is planned to be discussed at the April meeting. There was also a discussion regarding the contracted services for vehicles and will be try not to rely on them and take on larger projects in-house.

Budget Line #32 Building Maintenance

A motion was made by Ms. Drew and seconded by Mr. Corlis to approve \$564,570 for line item #32 Building Maintenance. *All in Favor – Motion Passed*

Director of Public Works Lou Spina presented the items being covered in the 2017 Building Maintenance budget. There was discussion regarding replacement of the Town Hall elevator, lobby skylight and finish replacing 2nd floor carpeting. Also discussed replacing some of the older A/C units at the Police Station.

Budget Line #33 Parks + Grounds

A motion was made by Ms. Drew and seconded by Mr. Corlis to approve \$383,105 for line item #33 Parks + Grounds. *All in Favor – Motion Passed*

Mr. Spina reported on the 2017 Parks + Grounds budget. There were discussions regarding improvements needed at Pierson Park (bleachers and parking), new miscellaneous equipment for Waltrous Park, and the continuing upkeep of the athletic fields.

Budget Line #34 Public Work-Other Exp.

A motion was made by Ms. Drew and seconded by Mr. Corlis to approve \$488,275 for line item #34 Public Work-Other Exp. *All in Favor – Motion Passed*

Director of Public Works Lou Spina reported on the 2017 budget for Public Work-Other Exp. He noted that they will be moving forward on the street lighting program and that there will be an increase in water consumption due to the splash pad planned for Waltrous Park. There was discussion as to who is responsible for preventative work and who is responsible for the programs.

A motion was made by Mr. Spotts and seconded by Mr. Corlis to approve \$30,000 for a CNR request for a small sized SUV to be driven by the Director of Public Works to provide an all-wheel drive vehicle to respond to all types of weather related emergencies, including winter operations. There was discussion in regards to the cost of insurance and if the color of town vehicles will be standardized. *All in Favor – Motion Passed*

A motion was made by Mr. Spotts and seconded by Mr. Corlis to approve \$150,000 for a CNR request for road improvement. There was discussion on how it is determined as to which roads are to be repair or worked on. *All in Favor – Motion Passed*

A motion was made by Ms. Drew and seconded by Mr. Corlis to approve \$38,900 for a CNR request for a new Bulldozer and Crack sealing Machine. There was discussion for the reasons this equipment is being purchased. Instead of contracting the work out to vendors it will not be done in-house. This equipment is being shared with the Town of Portland. *All in Favor – Motion Passed*

A motion was made by Mr. Spotts and seconded by Ms. Drew to approve \$160,000 for a CNR request to re-frame and body on two International Dump Trucks. There was discussion in regards to how it will extend the life of the trucks. *All in Favor – Motion Passed*

A motion was made by Mr. Spotts and seconded by Ms. Drew to approve \$33,000 for a CNR request to replace two 15-year old A/C units at the Police Department. It is needed to the communications room and its equipment cool. *All in Favor – Motion Passed*

A motion was made by Ms. Drew and seconded by Mr. Corlis to approve \$28,000 for a CNR request to replace two Zero Turn Mowers. There was discussion as to the condition of the mowers that are being replaced and their cost to keep repairing them. *All in Favor – Motion Passed.*

Budget Line #45 Employee Benefits

A motion was made by Ms. Drew and seconded by Mr. Spotts to approve \$3,367,740 for line item #45 Employee Benefits. *5 in Favor-1 abstained – Motion Passed*

There was discussion in regards that the budgeted amount could possibly decrease and don't foresee and increases.

Budget Line #16 General Expense

A motion was made by Ms. Drew and seconded by Mr. Corlis to approve \$2,317,400 for line item #16 General Expense. *All in Favor – Motion Passed*

Discussion took place at the April 5, 2016 Special Meeting.

Budget Line #20 Charter Revision

A motion was made by Mr. Milardo and seconded by Ms. Drew to approve \$1,501 for line item #20 Charter Revision. *All in Favor – Motion Passed*

There was no discussion concerning this budget line.

Budget Line #46 Debt Services

A motion was made by Ms. Drew and seconded by Mr. Corlis to approve \$3,588,112 for line item #46 Debt Services. *All in Favor – Motion Passed*

There was discussion in regards to continuing to strategically issue bonds for capital projects and to continue long-range capital planning to address needs of the Town with minimal impact on the mill rate.

Adjournment – A motion was made by Mr. Milardo and seconded by Mr. Corlis to adjourn meeting at 8:55 p.m. *All in Favor – Motion Passed*

Reminder: Next meeting is scheduled for April 28, 2016 and Referendum is May 5, 2016.

Respectfully submitted,

Cynthia Hardacker

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Recording Clerk