

TOWN OF CROMWELL - BOARD OF FINANCE
REGULAR MEETING
THURSDAY – October 22, 2015
CROMWELL TOWN HALL (ROOM 224/225) @ 7:00 P.M.

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TOWN CLERK'S OFFICE
CROMWELL, CONN.

Jean Chiusi
TOWN CLERK

Minutes and Records of Votes

Present: Chairman Jack Henehan, Vice Chairman Julius Neto, Joseph Corlis, Amanda Drew, Ed Wenners and Bob Milardo

Not Present: Alternate Dan Kelly

Also Present: Town Manager Anthony Salvatore, Director of Finance Marianne Sylvester, Board of Education Business Manager Karen Clancy and Captain Kevin Vandersloot

CALLED TO ORDER - The meeting was call to order at 7:00 p.m. by Chairman Henehan.

SEATING OF ALTERNATES – *No alternates in attendance.*

APPROVAL OF AGENDA - *A motion was made by Mr. Milardo and seconded by Mr. Wenners to approve the agenda dated October 22, 2015. All were in favor – Motion Passed.*

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

September 24, 2015 Regular Meeting – *A motion was made by Ms. Drew and seconded by Mr. Corlis to approve the amended minutes dated September 24, 2015 Regular Meeting. 5 approved with 1 abstained – Motion Passed.*

Page 2 New Business: Change Ms. Neto to Mr. Neto.

CITIZENS COMMENTS – None

REPORT OF THE TOWN MANAGER – Town Manager Anthony Salvatore reported that there have been continued work on the LED lighting. He also mentioned that his department is continuing to monitor the cuts that were made previously by the State and has concerns as a result of the Governor’s postponing raises for non-bargaining unit members and is looking to make up about \$5,000,000 there and is projecting \$118,000,000 shortage. Mr. Salvatore stated that Cromwell is continuing to look optimistic on the budget but he is being cautious since it is so early in the fiscal year. A couple of areas being monitored are 1) The Police Dept is 4 officers down (1 at the academy, 2 open positions and one out due to illness) and 2) Public Work/Highway Division is down one employee due to a death from a motor vehicle accident.

Mr. Salvatore mentioned that there is another meeting being planned with the Fire District to discuss some proposals for the fiscal year 2016-2017. He also stated that there is an upcoming long range planning meeting which is set for November 4, 2015 to discuss a number of issues for both the town government and Board of Education.

Chairman Henehan questioned if there will be any short falls to report due to the State cuts. Mr. Salvatore and Ms. Sylvester will continue to monitor the budget numbers closely in case something is sprung on them unexpectedly. If the Town cannot absorb it, then programs to the citizens will be affected.

Legal is also being monitored for both the town and labor. Labor so far has been good but there are three contracts to be negotiated after the first of the year. The Town Attorney has been dealing with situations where legal advice is highly recommended.

Mr. Neto asked Captain Vandersloot if the OT is being stressed as a result of being down four officers. Captain Vandersloot and Mr. Salvatore responded that personnel are being shifted to accommodate the coverage needed. It has been working for the time but there is no personnel left to have extra coverage if needed.

BUDGET REPORT – Finance Director Marianne Sylvester reported there are no major surprises to report (provided a year-to-date budget report as of September 30, 2015). Also provided was the 2015-2016 First Quarter Budget Variance Report. Ms. Sylvester stated that the larger variances are for accounts that are paid upfront but will balance as we get more into the fiscal year. Some of the positives to mention are the Highway Dept, Public Works, General Expense and the Utility Account but will start seeing expenditures as we get into the winter months. The Police Dept has not used ¼ of their budget. Just a few were mentioned but most of the positives and negatives are due to timing.

On a brighter note the Assessor reported a 1.79% increase from last year's Supplemental Motor Vehicle. Ms. Sylvester noted that the budget for this is tighter than previous years.

REPORT OF TAX COLLECTOR – Finance Director Marianne Sylvester provided a report as of September 30, 2015 and it shows that the Tax Dept is on target. Most of the areas are slightly above. The auditors have been here for the last three weeks. They are no longer on site but emails are still being answered. Some of the hold ups include to changes made to the MERZ (pension program) from the State because of the changes in the guidelines. There have been delays reconciling the Tax Dept due to the software issues.

OLD BUSINESS – None

NEW BUSINESS –

Discussion and action to appropriate \$46,500 within the CNR Fund to support the 2015-16 DUI grant (75% will be reimbursed) – A motion was made by Mr. Neto and seconded by Ms. Drew to approve \$46,500 within the CNR Fund to support the 2015-16 DUI grant. All were in favor – Motion Passed.

Captain Vandersloot provided a memo and backup documentation explaining the grant and the reason for the funds. There was discussion for clarification on some of the wording on documentation. Captain Vandersloot was able to explain and clarify questions presented.

Discussion and action to appropriate \$350,000 in the Streetlight Acquisition & Conversion Fund for the acquisition of the streetlight fixtures and poles from Eversource (refer to Street Light Audit Report distributed at the August Board of Finance Meeting). A motion was made by Mr. Neto and seconded by Mr. Weners to appropriate \$350,000 in the Streetlight

Acquisition & Conversion Fund for the acquisition of the streetlight fixtures and poles from Eversouce. All in favor – Motion Passed.

The Board and Town Manager Anthony Salvatore had further discussion regarding the purchasing of LED lighting. Mr. Salvatore stated that he had the Public Works Director Lou Spina contact other municipalities that are using the LED light to get their feedback. They reported that they are saving and recommend it highly. Mr. Salvatore mentioned that there is still decisions that need to be made in regards to what areas will be considered hot spots and would need adjustable lighting, WiFi, etc. Mr. Milardo asked about the payback and life expectancy of the lighting and was answered that there is a 4 ½ year payback and the life span of the lighting is approximately 10 years. It was also asked if the lighting will have it own account line and a line item will be created to keep track of the savings/loses on this expenditure. Specific details are still being worked out and will be reported once they are determined.

BOARD OF EDUCATION – Liaison Report

Joseph Corlis reported that the Board of Education met on October 13, 2015 and the Business Manager reported that the budget is in balance. Special Ed had three students leave and three came into the town making this line item the same. Construction Solutions Group to do a study on the Middle School and Edna C. Stevens School to see what they need. The cost will be \$15,000 which will be taken from their Capital Fund. An Architect firm will be hired to do a study and also review the other study and determine the schools' needs. The cost for this firm will be approximately \$35,000 which will also come from their Capital Fund. A meeting is set for October 27, 2015.

Mr. Neto asked about the DCF Placement program and if Ms. Clancy has seen an increase of students. Ms Clancy stated that she has seen an increase and seems this may be the trend. Mr. Neto asked if there was a comparison report available showing a town-to-town comparison. Ms. Clancy said that she would get a copy of this report to the board members.

CHAIRMAN'S COMMENTS – None

VICE CHAIRMAN'S COMMENTS – None

GOOD AND WELFARE – Ms. Drew wished those participating in this year's election the best of luck.

ADJOURNMENT - *A motion was made by Mr. Milardo and seconded by Mr. Wenners to adjourn the regular meeting of the Finance Board at 8:05 p.m. All were in favor – Motion Passed.*

Respectfully Submitted,



Cynthia Hardacker
Recording Clerk