

**TOWN OF CROMWELL BOARD OF FINANCE
REGULAR MEETING
THURSDAY, MAY 28, 2020 7:00 pm
CROMWELL TOWN HALL – COUNCIL CHAMBERS**

AGENDA

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. SEAT ALTERNATES
- D. APPROVAL OF AGENDA
- E. APPROVAL OF MINUTES OF PREVIOUS MEETINGS
 - 1. Public Hearing, April 6, 2020
 - 2. Special Meeting, April 6, 2020
 - 3. Special Meeting, April 7, 2020
 - 4. Regular Meeting, April 23, 2020
- F. CITIZENS COMMENTS
- G. REPORT OF THE TOWN MANAGER
- H. REPORT OF THE FINANCE DIRECTOR
- I. REPORT OF THE TAX COLLECTOR
- J. OLD BUSINESS
- K. NEW BUSINESS
 - 1. Approve Interdepartmental Transfer: \$30,000 from Employee Benefits to Legal Fees
 - 2. Approve Suspense List at \$8,692.83
- L. BOARD OF EDUCATION- LIASON REPORT
- M. CHAIRMAN'S COMMENTS
- N. VICE CHAIRMAN'S COMMENTS
- O. GOOD AND WELFARE
- P. ADJOURNMENT

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May 20, 2020 12:21P
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Town of Cromwell, CT
Board of Finance
Public Hearing
Monday, April 6, 2020
Town Hall Room 224/225 @ 7:00 PM

Corrected Minutes

Present: Chairman Julius Neto

Also Present: Town Manager Anthony Salvatore and Finance Director Marianne Sylvester.

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Attendees via Zoom: (See attached list breaking it down by category)

Chairman Julius Neto called the Public Hearing to order at 7:18 p.m.

Chairman Julius Neto read the Legal Notice dated March 23, 2020. (copy attached).

Chairman Neto then introduced Superintendent Dr. Enza Macri to present the Board of Education 2020-2021 Budget.

Dr. Macri began her presentation with the Cromwell Public School's mission which focuses the work of the school district by placing students first (High Impact Learning, Tech & Intellectual Agility, Personal Growth and Equity). The goals set include:

1. Increase academic performance.
2. Foster safe, healthy, and inclusive learning environment for all.
3. Develop a Human Resource Department.
4. Expand Technology Integration.
5. Engage in best practices for leadership and professional development

When setting the budge salaries, benefits, tuition, transportation, energy, and State mandates were taken into consideration. The proposed budget for 2020-2021 is \$32,586,892 (a 16.4% increase). She also presented the budget history of past years. Her objectives are 60% of the budget goes to salaries, 18% to Benefits, 6% to Tuition, 5% Transportation, 4% to supplies, 3% to Other Purchased Services, 2% to Professional Technology Services and 1% each to Equipment and Property Services.

Dr. Macri noted an increase of \$1,345,986 for salaries. This is based on adding a certified position, Teachers contract in negotiations (which includes a 1.5% increase and/or step increases), increase in staff (4 social workers, 1 ESL teacher, 1 world language teacher and 2 social studies teachers). She explained the differences between a Social Worker, a School Psychologist, and a School Counselor and what each position entails. Also explained was the changes in Benefits (increased by \$465,442). Dr. Macri detailed the Professional Technical Services (increase by \$115,567) and how it is planned to be broken down. She researched what was needed for Property Services (as savings of \$88,670). Basic maintenance (backflow testing, fire alarms, kitchen hood inspection,

emergency lights, security, HVAC, etc.), Grounds maintenance (mulching, planting, playground surface, snow removal, fall/spring prep, etc.) and Equipment Repair (for such things as piano tuning, instrument repairs, tractors, microscopes, printers, scoreboards, etc.)

The increase in Transportation/Travel increase by \$185,842 or increased by 2.5%. This is for services from Dattco and transporting student in Special Education programs. Tuition rates were explained. 2020-2021 is going down by \$101,689. She noted what was covered in the Administrative costs (property insurance, telephone & internet, travel for personnel, advertising & printing and purchased services) and noting that it is increasing by \$12,669. Supplies increased by \$36,033 for textbooks, workbooks, paper, pencil, toner, and other course materials. Also included in this increase is non-instructional supplies (cleaning material, office supplies, belts, filters, maintenance items and medical supplies). Equipment budget has a savings of \$37,380 for technology and a new van (for transporting to special programs, etc.). Memberships & Special Programs increased by \$4,396.

Dr. Macri noted that cost avoidance measure will be taken into consideration if at all possible, in such areas as:

- o Putting off on maintenance items.
- o Retiree Attrition – hire new person at a lower rate.
- o Student computer maintenance fee.
- o Review Dattco Contract.
- o Reduced legal fees with HR Department.
- o Internal Professional Development and training.
- o Reduced printing and mailing.

She also included a Reduction List showing how she got the 6.14%. She started at 8.58% and got it down the 6.14%.

Dr. Macri concluded with four major areas driving the increase:

1. Contractual obligations for salaries.
2. Increased cost of benefits.
3. Tuition
4. State mandates for curricula, professional development, assessments, and reform efforts.

Dr. Macri then answered questions from the Finance Board Members and either Dr. Macri or a member of her staff would answer the question(s). Questions such as:

- o New positions and if they were really needed.
- o What was being spent on travel.
- o Special Ed costs (in district and out-of-district).

Director of Finance supplied a list of letters received from the public stating their approval or disapproval of some of the budgeted items (copies of the letters are also attached for reference). Chairman Neto read two letters (indicated as ** on the list) and they are as follows:

- o #3 on list from Leigh Neumon on behalf of the Education Association of Cromwell who in favor of the BOE budget increase.

- #16 on list from Phil Gagnon of 13 Harrison Drive who opposes to the BOE budget increase.
- 13 others in favor of the BOE budget increase.
- 1 other who opposes to the BOE budget increase.
- Mayor Faienza also spoke. He thanked all the 1st line responders during this pandemic. He expressed the concerns of residents from the phone calls he has been getting. Resident calling stating that because they are not working, they are wondering how they will be paying their taxes and sewer bills. He is trying to reassure residents by noting that the taxes and sewer bills will be deferred for 90 days. He stated that because of the uncertainty of this pandemic, that the Fund Balance needs to be protected. He is looking to reduce the budget and/or reduce/delay capital projects. Residents and business are suffering. He mentioned that some may not recover from this. He expressed that he is not in favor of the BOE budget increase.

Before the Town Manager presented the 2020-2021 General Government budget, Mr. Maley questioned how this year's proceedings for approving the budget was going to be handled and if what is going to be approved tonight and tomorrow night will need to be reiterated at another time. It was discussed and assured that the only thing changing to the approval process of the budget is that there will not be a Referendum on May 5th. The Governor's directive is allowing municipalities to have their town government approve their Finance Boards to approve the budget and set the mill rate. Therefore, the Town Council will meet on April 9, 2020. They will review the dollar amount approved by the Finance Board and then give approval for the Finance Board to set the mill rate.

Chairman Neto introduced Town Manager Anthony Salvatore to give his presentation of the 2020-2021 General Government Budget.

Town Manager Anthony Salvatore noted before he presented the 2020-2021 General Government Budget that all capital projects be deferred except for the \$325,000 Pavement project and that the taxes and sewer bill be deferred for 90 days so that the General Fund Fund Balance has 90 day operating expense in it.

Town Manager Anthony Salvatore presented the proposed 2020-2021 General Government budget. The budget is set at \$17,829,202 a 5.2% or \$882,685 increase over 2019/20 budget. He noted that the employee wages and benefits comprise of 72% of the budget (which is shown in a pie chart within his presentation).

Mr. Salvatore highlighted on such areas as:

- Proposed Staffing Increases
 - Senior Center/Transportation (Full-Time Outreach Worker/Program Coordinator to assess homebound seniors and implement service plans and coordinate programs for growing senior population.
 - Parks Maintenance (additional seasonal employee to assist with workload to mee the increasing demand on the sports fields and parks.
- Employee Benefits (Increase primarily due to employer pension contributions.
- Public Works
 - Significant increase in tipping fees (32% increase)

- Moving forward with improvements and relocation of Public Works facilities.
- Engineering (overseeing construction of various road projects including Coles Road Reconstruction and North Road Extension which is grant funded.
- Highway (continuing road maintenance program per Pavement Management Study.

Mr. Salvatore compared the departments from the prior year and showed the increase. He noted that 67% is contractual and 29% solid works.

He stated that the 2020-2021 revenue will be coming from State Aid (Governor proposed a 2.9% or a \$141,542 increase to Cromwell in the Education Cost Sharing Grant. Note: State Aid continues to remain uncertain.) and Grand List reflect economic development growth (3.6% increase pending BAA adjustments). Economic Development continues to be profitable at this time.

Mr. Salvatore highlighted on the Capital Improvement Programs:

- Capital Improvement Program (for Charter required items.
 - Charter requires that the Town Council adopt a 5-year CIP every year.
 - Charter also require CIP to be reviewed with Operating Budget.
- Proposed funding through General Fund fund balance (Capital/Non-Recurring requests of \$713,000 and \$2,629,000 for Capital Fund projects which may be deferred.
 - Road Improvements budgeted at \$325,000 for various road improvement per the 2016 pavement condition study
 - Deferring Public Works projects
 - Deferring purchase of SUV for Building Inspection.
 - Deferring Town Planner plan for Conservation and Development
 - Deferring Police Department's request to purchase new vehicles.
 - Deferring Town Manager's Job Description and Compliance Review and the Town Facility/Space Study.

Mr. Salvatore proposed for Debt Services \$3,700,000 for 2020-2021 (\$701,100 less than the previous year). This includes the following:

- Legally required to make annual payments on existing bond obligations as determined at issuance.
- Six outstanding Bond Issues
 - 2013 Road, Facilities, Equipment
 - 2013 Refunding (refinancing) 2003 series bond
 - 2015 Refunding (refinancing) 2004 series bond
 - 2016 Roads, Facilities, Equipment
 - 2017 Refunding (refinancing) 20018, 2010 series bond
 - 2019 Public Works Facility
- Includes the transfer from General Fund to offset Town's obligation for Willowbrook Road
- Basically, level funded with continued pay-down of existing debt.

Distribution of the 2020-2021 Budget was shown in a pie chart between Town Government, Board of Education and Debt Services.

The Town Manager summarized by stating that the Town's budget was created with every effort to maintain programs and services to the community with the intention of keeping the tax impact to a minimum.

Before the conclusion of the Public Hearing Mayor Faienza noted his support for the deferral of the projects and encourages the Finance Board to keep the budget as low as possible so not to raise the mill rate.

From the list of letters received Finance Director Marianne Sylvester read two of the letters sent.

- #1 from Louella Landis of 16 Prospect Hill Road who is in favor of the Senior Outreach Worker.
- #18 from James Demetriades of 272 Skyview Drive who is in favor of the additional funds for the Senior Outreach Worker.

Chairman Neto concluded the Public Hearing at 8:42 p.m.

Chairman Neto closed the Public Hearing at 8:42 p.m.

Respectfully submitted,

Cynthia Hardacker
Recording Clerk

Town of Cromwell, CT
Board of Finance
Special Meeting
Monday, April 6, 2020 7:00 P.M.
Cromwell Town Hall, Room 224/225

Corrected Minutes and Record of Vote

Present: Chairman Julius Neto

Also Present: Town Manager Anthony Salvatore and Finance Director Marianne Sylvester

Present via Zoom: (See attached listed of those who participated)

Call To Order - Chairman Neto called the Special Meeting of April 6, 2020 to order at 8:52 p.m.

Seat Alternates – No alternates were seated.

Approval of the Agenda – A motion was made by Mr. Kelly and seconded by Mr. Spotts to approve the agenda for the Special Meeting dated April 6 and 7, 2020.

Due to the technical issues on April 1, 2020 the Public Hearing is resuming tonight. Chairman Julius Neto re-read the Public Hearing Notice for 2020-2021 General Fund Budget Legal Notice.

It was proposed by Allan Spotts to except the budget as proposed as a whole instead of approving line by line. Most disapproved because they want to be able to tweak the budget as the lines are being approved.

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

Budget Line #36 Police Department

A motion was made by Mr. Kelly and seconded by Mr. Spotts to approve \$3,643,667 for Line Item #36 Police Department. *All in Favor – Motion Passed*

Additional discussion regarding salaries increases (mostly contractual) and staffing. Questions were also asked if more supplies will be needed due to the Corona Virus and was noted that this would be under Emergency Management.

Budget Line #37 Animal Control

A motion was made by Mr. Spotts and seconded by Mr. Kelly to approve \$89,247 for Line Item #37 Animal Control. *All in Favor – Motion Passed.*

Budget Line #39 Human Services

A motion was made by Mr. Spotts and seconded by Mr. Kelly to approve \$134,809 for Line Item #39 Human Services. *All in Favor – Motion Passed.*

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Budget Line #40 Senior Services

A motion was made by Mr. Spotts and seconded by Mr. Kelly to approve \$127,927 for Line Item #40 Senior Services. *All in Favor – Motion Passed.*

Additional discussion regarding the part-time position being upgraded to a full-time position. It was noted that the part-time position was open for a year with no one being interested. It was thought that a full-time position would get someone interested. Concerns were made regarding the timing of the increase due to the pandemic. It was also suggested that it be put on hold and see how the budget stands up to the pandemic situation.

Budget Line #41 Transportation Services

A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$170,856 for Line Item #41 Transportation Services. *All in Favor – Motion Passed.*

Additional discussion regarding expenditures. Ms. Sylvester noted that the expenditures were being offset from the grant funds. This is being handled in a separate account. The grant coming this year was not available last year. There is not spending reduction just an increase in income.

Budget Line #42 Youth Services

A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$108,429 for Line Item #42 Youth Services. *All in Favor – Motion Passed.*

Additional discussion regarding a special training for the coordinator. Wanted to know why they should be certified. It was noted that the coordinator could better assist families (both at home and at school) if they had a Social Clinical License. As of now, the coordinator is unable to provide any type of counseling. It was also questioned if the job scope would change as a result of being certified and it was noted that the job description is broad enough that it would not affect it at all. It was asked if this is the same as a Social Worker. Dr. Macri and Mike Camilleri both responded that there is a fine line with the confidentiality part of the job. It was also mentioned that the employee brought up the idea to be certified so she can do her job better.

Budget Line #43 Recreation Department

A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$266,817 for Line Item #43 Recreation Department. *All in Favor – Motion Passed.*

Budget Line #44 Library

A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$617,326 for Line Item #44 Library. *All in Favor – Motion Passed.*

Additional discussion regarding the expenses for the renovation. It was all accounted for when the project was budgeted.

Budget Line #35 Emergency Management

A motion was made by Mr. Spotts and seconded by Mr. Maley to approve \$19,050 for Line Item #35 Emergency Management. *All in Favor – Motion Passed.*

Additional discussion regarding the funding for emergencies such as the Covid 19 virus. Funding is already in place. It was asked if sufficient funds are needed to issue once an assessment of stock is done. Re-allocation of funds may be necessary but not know at this time.

Budget Line #38 Health Department

A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$201,785 for Line Item #38 Health Department. *All in Favor – Motion Passed.*

Budget Line #2 Town Clerk

A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$206,689 for Line Item #2 Town Clerk. *All in Favor – Motion Passed.*

Additional discussion regarding the reduction of personnel. The change was made to align it with the Tax Clerk office.

Budget Line #3 Elections Department

A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$78,164 for Line Item #3 Elections Department. *All in Favor – Motion Passed.*

Budget Line #4 Economic Development

A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$23,011 for Line Item #4 Economic Development. *All in Favor – Motion Passed.*

Budget Line #4a Redevelopment Agency

A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$900 for Line Item #4a Redevelopment Agency. *All in Favor – Motion Passed.*

Budget Line #5 Town Planner

A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$136,177 for Line Item #5 Town Planner. *All in Favor – Motion Passed.*

Budget Line #6 Development Compliance

A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$109,780 for Line Item #6 Development Compliance. *All in Favor – Motion Passed.*

Budget Line #17 Town Council

A motion was made by Mr. Spotts and seconded by Mr. Kelly to approve \$41,755 for Line Item #17 Town Council. *All in Favor – Motion Passed.*

Budget Line #18 Board of Finance

A motion was made by Mr. Spotts and seconded by Mr. Maley to approve \$1,350 for Line Item # 18 Board of Finance. *All in Favor – Motion Passed.*

Budget Line #20 Charter Revis. Comm.

A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$3,000 for Line Item #20 Charter Revis. Comm. *4 Approved (Mr. Spotts, Mr. Kelly, Mr. Wygonowski and Mr. Ireland) and 1 Opposed (Mr. Maley) – Motion Passed.*

Additional discussion regarding the need and when it would start and finish. It was question what the wages were for and noted that it was for the clerk needed for the meetings. Legal Services were questions and if this expense is applied here. It was noted that all legal service expenditures are applied to Legal Services and not to the individual departments.

Budget Line #21 Bd. Of Assess. Appeals

A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$1,200 for Line Item #21 Bd. Of Assess. Appeals. *All in Favor – Motion Passed.*

Budget Line #22 Comm. Support Disabled

A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$100 for Line Item #22 Comm. Support Disabled. *All in Favor – Motion Passed.*

Budget Line #23 Planning+Zoning Comm.

A motion was made by Mr. Maley and seconded by Mr. Spotts to approve \$3,525 for Line Item #23 Planning+Zoning Comm. *All in Favor – Motion Passed.*

Budget Line #24 Zoning Bd of Appeals

A motion was made by Mr. Maley and seconded by Mr. Spotts to approve \$1,250 for Line Item #24 Zoning Bd of Appeals. *All in Favor – Motion Passed.*

Budget Line #25 Inland Wetlands

A motion was made by Mr. Spotts and seconded by Mr. Maley to approve \$2,300 for Line Item #25 Inland Wetlands. *All in Favor – Motion Passed.*

Budget Line #26 Conservation Comm.

A motion was made by Mr. Maley and seconded by Mr. Kelly to approve \$1,210 for Line Item #26 Conservation Comm. *All in Favor – Motion Passed.*

*** Chairman Neto asked the members of the Finance Board if they would like to proceed since the Director of Public Works was present and not have to come back for a second night. It was agreed to continue.

Members of the Board of Ed signed off at 10:09 p.m.

Budget Line #27 Public Works Department

A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$4,528,360 for Line Item #27 Public Works Department. Discussion started by breaking down the separate departments within Public Works and additional data was requested by the Board members. It was moved to postpone the motion until April 7, 2020 to approve this line item.

Meeting adjourned at 10:41 p.m.

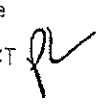
Respectfully submitted,

Cindy Hardacker

Cynthia Hardacker
Recording Clerk

Town of Cromwell, CT
Board of Finance
Special Meeting
Tuesday, April 7, 2020 at 7:00 p.m.
Cromwell Town Hall, Room 224/225

Corrected Minutes and Record of Vote

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Apr 23, 2020 11:01A
JoAnn Doyle
TOWN CLERK
CROMWELL, CT 

Present: Chairman Julius Neto

Also Present: Town Manager Anthony Salvatore and Finance Director Marianne Sylvester

Present via Zoom: (See attached listed of those who participated)

Call To Order - Chairman Neto called the Special Meeting of April 7, 2020 to order at 7:27 p.m.

Seat Alternates - No alternates were seated.

Approval of the Agenda - A motion was made by Mr. Kelly and seconded by Mr. Spotts to approve the agenda for April 6 and 7, 2020.

Mr. Maley again questioned the procedure for approving the 2020-2021 budget and it was reiterated that the Town Council will meet on April 9, 2020. The Town Attorney and the mayor responded with the directive set by the Governor.

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

Budget Line #27 Public Work - A motion was made by Mr. Wygonowski and seconded by Mr. Kelly to approve \$4,528,360 for Line Item #27 Public Works.

After reviewing the new data from Mr. Spina, Director of Public Works additional discussion regarding some of the data provided took place.

Discussion to place regarding some of the data presented. Questioned where some of the changes were. It was explained that there was an increase in Solid Works. It was noted that items not previously being billed for are now being charged and those we were getting billed for increased. Asked if there were any alternatives but Mr. Spina could not answer with conviction.

Town Manager will scrutinize and lower the budget line by \$15,000.

A new motion was made by Mr. Maley and seconded by Mr. Wygonowski to approve \$4,513,360 from \$4,528,360 for Line Item #27 Public Works. ***All in Favor - Motion Passed***

CNR Approval - A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$325,000 for the paving project. ***All in Favor - Motion Passed.***

******Note: All other capital projects are being deferred.******

Budget Line #1 Town Manager – A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$394,157 for Line Item #1 Town Manager. *All in Favor – Motion Passed.*

Additional discussion regarding personnel. The increase was due to personnel changes.

Budget Line #7 Building Inspection - A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$208,761 for Line Item #7 Building Inspection. *All in Favor – Motion Passed.*

Budget Line #8 Finance Department - A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$430,008 for Line Item #8 Finance Department. *All in Favor – Motion Passed.*

Budget Line #9 Revenue Collection (Tax Collector) - A motions were made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$154,103 for Line Item # 9 Revenue Collections. *All in Favor – Motion Passed.*

It was noted that there is a contractual obligation with Quality Data Service

Budget Line #10 Assessors Office – A motion was made by Mr. Wygonowski and seconded by Mr. Spotts to approve \$250,335 for Line Item 10 Assessors Office. *All in Favor – Motion Passed.*

Budget Line #43 Recreation Department - A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$266,817 for Line Item #43 Recreation Department. *All in Favor – Motion Passed.*

Budget Line #12 Donation + Dues - A motion was made by Mr. Wygonowski and seconded by Mr. Spotts to approve \$50,491 for Line Item #12 Donations + Dues. *All in Favor – Motion Passed.*

Budget Line #13 Legal Expense – A motion was made by Mr. Wygonowski and seconded by Mr. Spotts to approve \$223,300 for Line Item #13 Legal Expense. *All in Favor – Motion Passed.*

Additional discussion regarding the variables with budgeting Legal Expense. Such matters as labor contract negotiations, land disputes, etc. Also, not that all departments with legal matters are applied to this line item.

Budget Line #14 Central Services – A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$185,300 for Line Item #14 Central Services. *All in Favor – Motion Passed.*

Budget Line #15 Insurance Expense - A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$588,200 for Line Item #15 Insurance Expense. *All in Favor – Motion Passed.*

Additional discussion questioning if the Covid 19 virus is going to be an issue. The Town Manager noted that it appears at this time it will not be an issue. It was also asked if the Town had Cyber Insurance and it was noted that it was include in the package.

Budget Line #16 General Expense - A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$928,503 for Line Item #16 General Expense. *All in Favor – Motion Passed.*

This line item was reduced as a result of deferring Capital projects but may come back when funds become available.

Budget Line #45 Employee Benefits - A motion was made by Mr. Wygonowski and seconded by Mr. Kelly to approve \$3,897,360 for Line Item #45 Employee Benefits. *All in Favor – Motion Passed.*

It was noted that Health Insurance increased by 6.5%. Additional discussion regarding pension payout was a concern and it was noted that it depended on the financial market.

Budget Line #46 Debt Services - A motion was made by Mr. Wygonowski and seconded by Mr. Spotts to approve \$3,575,200 for Line Item #46 Debt Services. *All in Favor – Motion Passed.*

It was noted that incorporated in this line item was self-funding projects such as Willowbrook Road project.

Budget Line #47 Board of Education – A motion was made by Mr. Wygonowski and seconded by Mr. Kelly to approve 32,586,892 for Line Item # 47 Board of Education. After much discussion regarding some concerns (additional staff, transportation needed, technology for the students such as Chromebooks, class size, etc.) a new motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$31,775,289 (a 3.5% increase). *Opposed by Mr. Ireland, Mr. Kelly, Mr. Maley and Mr. Wygonowski and Mr. Spotts approved – Motion did not pass.*

A new motion made by Mr. Maley and seconded by Mr. Kelly to approve \$31,925,000 (3.99% increase). *Opposed by Mr. Spotts, Mr. Ireland and Mr. Wygonowski and Approved by Mr. Kelly and Mr. Maley – Motion did not pass.*

Chairman Neto expressed his concern. Deferring the taxes and sewer bill collections will take a toll on the General Fund balance. Noted that this not a normal year. He wants everyone to understand that there may be a slight increase in the mill rate. Mr. Neto also mentioned that funds can be reviewed at a later date one funds become available. The General Fund balance is going to be used to support the Town's expenses (payroll and necessities). He cannot express enough the necessity to maintain the General Fund balance needed to run the town's expenses. It is uncharted time that incoming taxes is a big chunk of money.

Another motion was made by Mr. Spotts and seconded by Mr. Ireland to approve \$31,789,186 (3.55% increase). *Opposed by Mr. Kelly, Mr. Maley and Mr. Wygonowski and Approve by Mr. Ireland and Mr. Spotts – Motion did not pass.*

It was noted that anything over 3.55% will affect the mill rate. Recommended that the Board of Education once things go back to normal submit a supplemental to their budget and the Board will then approve or disapprove.

A new motion was made by Mr. Spotts and seconded by Mr. Ireland to approve \$31,805,990 for Line Item 47 Board of Education. *Approved by Mr. Ireland, Mr. Spotts and Mr. Wygonowski and Opposed by Mr. Maley and Mr. Kelly – Motion Passed.*

Chairman Neto reminded everyone that the Mill Rate will be determined at the April 23, 2020 Regular Meeting.

A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to adjourn the Special Meeting of April 7, 2020 at 10:47 p.m.

Respectfully submitted,

Cindy Hardacker

Cynthia Hardacker
Recording Clerk

Town of Cromwell, CT
Board of Finance
Regular Meeting
Thursday, April 23, 2020
Town Hall Room 7:00 P.M. Room 224/225

Minutes and Record of Vote

Present: Chairman Julius Neto, Vice-Chairman Allan Spotts, Ed Maley Jr., Steve Wygonowski, Dan Kelly, John Ireland and Alternate Anne Hulick.

Also Present: Town Manager Anthony Salvatore, Finance Director Marianne Sylvester and Town Engineer Jon Harriman (virtually)

Called To Order – Chairman Julius Neto called the Regular Meeting dated April 23, 2020 to order at 7:02 P.M.

Pledge of Allegiance – The Pledge of Allegiance was said by all.

Seat Alternates – No alternates were seated.

RECEIVED FOR RECORD
May 15, 2020 11:15A
JoAnn Doyle
TOWN CLERK
CROMWELL, CT

Approval of Agenda – A motion was made by Mr. Spotts and seconded by Mr. Kelly to approve the agenda dated April 23, 2020. *All in favor – Motion Passed.*

Approval of Minutes of Previous –

1. **Regular Meeting, March 26, 2020** - A Motion was made by Mr. Spotts and seconded by Mr. Kelly to approve the minutes from the Regular Meeting dated March 26, 2020. *All in favor – Motion Passed.*
2. **Public Hearing, April 1, 2020** – A Motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve the minutes from the Public Hearing dated April 1, 2020. *All in favor – Motion Passed.*
3. **Public Hearing, April 6, 2020** – A motion was made by Mr. Maley and seconded by Mr. Wygonowski to table the approval of the minutes for the Public Hearing dated April 6, 2020. *All in favor – Motion Passed.*
4. **Special Meeting, April 6, 2020** – A motion was made by Mr. Maley and seconded by Mr. Wygonowski to table the approval of the minutes for the Special Meeting dated April 6, 2020. *All in favor – Motion Passed.*
5. **Special Meeting, April 7, 2020** - A motion was made by Mr. Maley and seconded by Mr. Wygonowski to table the approval of the minutes for the Special Meeting dated April 7, 2020. *All in favor – Motion Passed.*

Citizens Comments – None

Report of the Town Manager – Town Manager Anthony Salvatore reported on the following:

- There are no major concerns at this time with the budget except he is keeping a close eye on Legal. The transfer of funds is expected.
- Employees are abiding by the new policies set due to the pandemic.

- Highlighted on the progress of the new business coming into town and the new sub-divisions.
- Work continuing on Coles Road .
- Mr. Spotts noted how nice the new parking lot by Pierson Park looks. Mr. Salvatore noted that he has been getting a lot of good feedback on this project. The timing of the work that was done did not affect the local business since they were closed due to the pandemic.
- Mr. Salvatore noted that no decision has been made regarding the old Water Dept. building. Town Council is still discussing. Noted that it is not sellable for nonconformance.
- Questioned if the status with the Red Lion has changed. Will they be improving or selling? Mr. Salvatore did not have any status on this matter.

Report of the Finance Director – Finance Director Marianne Sylvester reported that Legal will be looking to transfer approximately \$20,000-\$30,000. It will be on next month's agenda. Ms. Sylvester also provided Budget Report as of the end of March 2020. She noted that there is a surplus in Employee Benefits, etc. Discussion on the General Expense and if there were any concerns – feedback from Board of Ed. It was noted that Board of Ed is expecting a \$350,000 - \$500,000 surplus depending on their legal fees. Difficult to project at this time. Also noted that this should have no impact on this year's State Aid.

Mr. Maley questioned \$324509 favorable amount. Wanted to know if \$350,000 is projected by year end? Ms. Sylvester noted that she noted the lowest amount because of the uncertainties due to the pandemic.

Report of The Tax Collector – Refer to the Collections Report included in your packet through the end of March 2020.

Old Business – Discussion and action to adopt Other Fund budgets for FY 2020-21:

- Dog Fund: \$23,900** – A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$23,900 for the Dog Fund. *All in favor – Motion Passed.*
- Sidewalk Fund: \$7,500** – A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$7,500 for the Sidewalk Fund. *All in favor – Motion Passed.*

New Business –

- Discussion and action to appropriate an additional \$1,310,600 for the North Road Extension Bridge project. This project is 80% funded through a Federal grant.** A motion was made by Mr. Spotts and seconded by Mr. Maley to approve \$1,310,600 for the North Road Extension Bridge project. *All in favor – Motion Passed.*

Town Engineer Jon Harriman provide a memo for the replacement of Bridge # 05939 North Road Extension over Coles Brook that details the factors contributing to the increase. He details what needs to be done and the challenges to get it done. Mr. Harriman also included any documentation he had for this project (application, memos, drawing and itemized lists, etc.). Ms. Sylvester noted that the funds needs to be placed for the project and then will be reimbursed 80%. Additional discussion took place with specific questions that Mr. Harriman answered.

Mr. Maley complimented Mr. Harriman, Town Manager and Finance Director for the package included in package for the Finance Board's review.

- Discussion and action on 2020-21 budget.**

- a. **Adopt the 2020-21 Town Budget** – Mayor Faienza sent a letter to the Board of Finance which states that the Town Council unanimously carried the motion directing the adoption of the 2020-21 Town Budget and the setting of the mill rate as directed by the Connecticut Governor's Executive Order No. 71, paragraph 13.

Discussion regarding the Town of Cromwell's 2020-2021 budget took place. Talked about the Board of Education budget for the most part and how the cut suggested would affect the students. Asked how the pandemic is affecting this year's budget and how it may affect next year's budget and is there enough contingency built in. Asked as how the Board of Ed's surplus will be handled. In the past it was given back to the town. This year it was suggested to reapply into next year's budget. Still in discussion and will be determined at a later date.

Discussed the Fund Balance balance due to the uncertainty. It was noted that as funds become available that it would be determined as to how it will be used. Any surplus will be used for CNRs and Willowbrook Project. State Aid is still up in the air for next year's budget. Tax Collection is also uncertain if all will be received. With all said what is in the Fund Balance will not cover the 90 day tax deferrals. Mr. Maley noted that he would rather see the funds when available to go to education instead of road work (at least for the short term).

Mr. Neto supports the Board of Ed's budget as it stands. Not our decision if superintendent decides to eliminate personnel. Funds can be reallocated due to the school being closed. Mr. Kelly mentioned that in the past the surplus was applied to capital expenses but asked if it can be reappropriated to use toward operating expenses. All is being considered and will be determined at a later date depending how and when funds are available.

Mr. Neto acknowledged Ms. Hulick and asked if she had anything to add. She stated that she is looking forward to serving as an alternate.

A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$17,225,70 for General Government. *All in favor – Motion Passed.*

A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$3,575,200 for Debt Service. *All in favor – Motion Passed.*

A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve \$31,805,990 for Board of Education. A new motion was made by Mr. Maley and seconded by Mr. Kelly to approve \$31,890,890 for the Board of Education. *No Votes from Mr. Wygonowski, Mr. Spotts, Mr. Ireland and Yes votes from Mr. Kelly and Mr. Maley – Motion Did Not Pass.*

A new motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve the original amount of \$31,805,990 for the Board of Education. *Yes votes from Mr. Ireland, Mr. Spotts and Mr. Wygonowski and No votes from Mr. Maley and Mr. Kelly – Motion Passed.*

- b. **Set 2020-2021 Mill Rate** – A motion was made by Mr. Spotts and seconded by Mr. Wygonowski to approve a Mill Rate of 30.33%. *All approved (Mr. Wygonowski, Mr. Kelly, Mr. Spotts, Mr. Ireland and Mr. Maley) – Motion Passed.*

Board of Education-Liaison Report – None

Chairman's Comments – Chairman Neto appreciated all the hard work by all. This year was exceptionally challenging having to make tough decisions. He noted that he was proud to be associated with this group. Team effort is exceptional. Looking forward to the upcoming year.

Vice-Chairman's Comments – Vice-Chairman Spotts echoed what the Chairman stated and appreciates the hard work by all during difficult times. Decisions made was what needed to be done and understand what the taxpayers are going through.

Good and Welfare – Alternate Anne Hulick was sworn in by Mr. Male and was congratulated by all Board members.

Mr. Kelly also noted his appreciation for the hard work by everyone and asked that everyone stays safe.

Adjournment – A motion was made by Mr. Spotts and seconded by Mr. Maley to adjourn the meeting at 8:13 p.m. *All in Favor – Motion Passed*

Respectfully submitted,

Cynthia Hardacker

Cynthia Hardacker
Recording Clerk

TOWN OF CROMWELL, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2020_10

ACCOUNTS FOR:		ORIGINAL	TRANSFERS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
GENERAL FUND		APPROP	ADJUSTMTS	BUDGET			BUDGET	USED
001	TOWN MANAGER'S OFFICE	381,915	0	381,915	300,285.64	715.71	80,913.65	78.8%
002	TOWN CLERK'S OFFICE	219,242	0	219,242	186,689.10	12,856.06	19,696.84	91.0%
003	REGISTRAR OF VOTERS	79,203	0	79,203	42,720.85	9,229.97	27,252.18	61.6%
004	PLANNING COMMISSION	3,525	0	3,525	1,024.71	101.04	2,399.25	31.9%
005	ECONOMIC DEVELOPMENT	23,530	0	23,530	10,417.90	.00	13,112.10	44.3%
006	BOARD OF FINANCE	1,350	0	1,350	1,064.82	.00	285.18	78.9%
008	CHARTER REVISION COMM	100	0	100	100.00	.00	100.00	.0%
009	BOARD OF ASSESSMENT APPEALS	1,200	0	1,200	285.10	51.34	863.56	28.0%
010	ZONING BOARD OF APPEALS	1,250	0	1,250	361.58	44.39	844.03	32.5%
011	INLAND WETLANDS	2,300	0	2,300	710.00	30.00	1,560.00	32.2%
012	COMM. FOR DISABLED PEOPLE	100	0	100	.00	.00	100.00	.0%
013	DONATIONS AND DUES	50,522	0	50,522	46,317.13	4,194.87	10.00	100.0%
014	TOWN COUNCIL	39,905	0	39,905	38,602.50	.00	1,302.50	96.7%
015	LEGAL EXPENSE	228,764	0	228,764	206,696.39	27,333.11	5,265.50	102.3%
016	CENTRAL SERVICES	186,800	0	186,800	128,125.04	44,976.36	13,698.60	92.7%
017	INSURANCE EXPENSE	584,000	0	584,000	554,009.90	.00	29,990.10	94.9%
018	GENERAL EXPENSE	554,002	2,200,000	2,754,002	2,747,434.88	2,253.82	4,313.30	99.8%
019	DEVELOPER/PLANNER	133,323	0	133,323	114,428.64	329.03	18,565.33	86.1%
020	FINANCE DEPARTMENT	421,531	0	421,531	329,685.53	5,654.58	86,190.89	79.6%
021	TAX COLLECTOR	144,353	0	144,353	108,004.01	312.40	36,036.59	75.0%
022	ASSESSOR'S OFFICE	241,994	0	241,994	198,494.25	3,055.15	40,444.60	83.3%
030	PUBLIC WORKS ADMIN.	280,940	0	280,940	223,790.82	7,188.83	49,960.35	82.2%
031	ENGINEERING	248,490	0	248,490	186,759.33	15,618.86	46,111.81	81.4%
032	SOLID WASTE REMOVAL	635,092	1,635	636,727	430,099.22	87,505.92	119,121.64	81.3%
033	BUILDING INSPECTION	203,710	0	203,710	163,055.13	1,672.99	38,981.88	80.9%
034	HIGHWAY DEPT.	1,366,164	14,455	1,380,619	798,679.60	144,607.19	437,331.76	68.3%
035	BUILDING MAINTENANCE	608,322	8,839	617,161	482,010.12	37,172.69	97,978.56	84.1%
036	PARKS & GROUNDS	417,968	5,706	423,674	323,958.36	22,849.06	76,866.87	81.9%
037	PUBLIC WORKS-OTHER	381,250	0	381,250	217,333.27	95,701.83	68,214.90	82.1%
038	VEHICLE MAINTENANCE	342,997	2,483	345,480	205,007.23	54,467.39	86,005.66	75.1%
040	POLICE DEPARTMENT	3,531,214	44,886	3,576,100	2,662,327.92	39,606.93	874,165.15	75.6%
041	EMERGENCY MANAGEMENT	19,050	0	19,050	10,126.01	11,655.20	2,731.21	114.3%
042	ANIMAL CONTROL	89,371	0	89,371	72,024.28	.00	17,346.72	80.6%
050	HEALTH DEPARTMENT	198,293	0	198,293	147,348.74	32,021.74	18,922.52	90.5%
051	HUMAN SERVICES	131,951	0	131,951	108,542.24	374.62	23,034.14	82.5%
053	SENIOR SERVICES	109,980	0	109,980	59,158.29	4,951.39	45,870.32	58.3%
054	YOUTH SERVICES	95,298	0	95,298	76,656.37	482.34	18,159.29	80.9%
055	TRANSPORTATION SERVICES	189,396	0	189,396	110,821.01	2,276.87	76,298.12	59.7%
060	RECREATION DEPARTMENT	252,731	0	252,731	198,031.24	8,213.96	46,485.80	81.6%
061	LIBRARY	594,581	0	594,581	459,558.57	16,290.04	118,732.39	80.0%
070	BONDED DEBT	3,704,100	0	3,704,100	1,750,675.00	.00	1,953,425.00	47.3%
080	EMPLOYEE BENEFITS	3,846,399	-78,004	3,768,395	2,739,608.34	297,148.94	731,637.45	80.6%
090	BOARD OF EDUCATION	30,700,762	0	30,700,762	23,935,296.96	.00	6,765,465.04	78.0%
119	DEVELOPMENT COMPLIANCE	103,201	0	103,201	83,925.21	625.31	18,650.48	81.9%

TOWN OF CROMWELL, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2020 10

ACCOUNTS FOR: 001 GENERAL FUND	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
120 CONSERVATION COMMISSION	1,210	0	1,210	140.00	.00	1,070.00	11.6%
TOTAL GENERAL FUND	51,351,379	2,200,000	53,551,379	40,460,291.23	991,569.93	12,099,517.84	77.4%

TOWN OF CROMWELL, CT

YEAR-TO-DATE BUDGET REPORT

FOR 2020 10

ACCOUNTS FOR:	ORIGINAL	ESTIM REV	ESTIM REV	REVISED	ACTUAL YTD	REMAINING	PCT
001 GENERAL FUND	ESTIM REV	ADJUSTMENTS	EST REV	REVENUE	REVENUE	COLL	
002 TOWN CLERK'S OFFICE	-294,000	0	-294,000	-243,507.62	-50,492.38	82.8%	
021 TAX COLLECTOR	-43,807,335	0	-43,807,335	-44,261,653.56	454,318.56	101.0%	
022 ASSESSOR'S OFFICE	-500	0	-500	-1,297.00	797.00	259.4%	
030 PUBLIC WORKS ADMIN.	-45,300	0	-45,300	-37,306.95	-7,993.05	82.4%	
033 BUILDING INSPECTION	-225,000	0	-225,000	-719,583.74	494,583.74	319.8%	
040 POLICE DEPARTMENT	-88,200	0	-88,200	-45,824.66	-42,375.34	52.0%	
042 ANIMAL CONTROL	-750	0	-750	-225.00	-525.00	30.0%	
050 HEALTH DEPARTMENT	-25,500	0	-25,500	-2,375.00	-23,125.00	9.3%	
053 SENIOR SERVICES	-1,500	0	-1,500	-1,319.00	-181.00	87.9%	
054 YOUTH SERVICES	-4,000	0	-4,000	-810.00	-3,190.00	20.3%	
060 RECREATION DEPARTMENT	0	0	0	-20.00	20.00	100.0%	
061 LIBRARY	-8,000	0	-8,000	-2,618.24	-5,381.76	32.7%	
206 BOARDS & COMMISSIONS	-9,250	0	-9,250	-5,209.96	-4,040.04	56.3%	
207 STATE OF CONNECTICUT	-5,246,003	0	-5,246,003	-5,231,199.62	-14,803.38	99.7%	
208 MISCELLANEOUS SOURCES	-717,040	0	-717,040	-1,029,388.70	312,348.70	143.6%	
999 FUND BALANCE	-879,001	0	-879,001	.00	-879,001.00	.0%	
TOTAL GENERAL FUND	-51,351,379	0	-51,351,379	-51,582,339.05	230,960.05	100.4%	

Monthly Cash Collection Report
Town of Cromwell Tax Collector's Office
 Cumulative Report FY 2019/2020

Date of Report: 5/8/2020

For April 2020

	Bank Deposits	Bounced Checks	Payment Transfers*	Taxes Refunded	Net Cash Collections	Budgeted Revenue	Difference + or -	
Current Taxes	43,336,078.08	(151,800.01)	19,459.64	(75,725.46)	43,128,012.25	43,131,835.00	(3,822.75)	99.99%
Interest and Liens/Fees	242,980.68				242,980.68	125,000.00	117,980.68	194.38%
Supplemental M/V Current	424,394.71				424,394.71	350,000.00	74,394.71	121.26%
Prior Year Taxes	450,983.99		256.63	(14,359.91)	436,880.71	200,000.00	236,880.71	218.44%
Total	44,454,437.46	(151,800.01)	19,716.27	(90,085.37)	44,232,268.35	43,806,835.00	425,433.35	100.97%

Collector's Report/Munis Reconciliation

Total Tax Collections

\$44,232,268.35

(\$6,862.69) Collection Agency Fees
 \$65.86 **Advanced Collections**
 \$2,742.08 Prior Year Refunds posted to 18/19 budget
 (\$216.98) Credit Card Payment DIT
 \$0.00 Cash/Check Payment DT
 \$0.00 Bounced Checks
 \$1.05 Fire District adjustment from 18/19 budget
 (\$296.89) Fire District Payment Error

MUNIS total \$44,227,700.78

Matches MUNIS 4/30/20 with Fire District payment on 5/6/2020

*Payment transfer total nets to zero once Fire District tax transfers are added.

TOWN OF CROMWELL

DATE: MAY 5, 2020
TO: ANTHONY SALVATORE, TOWN MANAGER
FROM: MARIANNE SYLVESTER, FINANCE DIRECTOR
RE: INTERDEPARTMENTAL TRANSFER

I would like to request Town Council and Board of Finance approval for the following interdepartmental transfer:

To:	Legal Expense	\$30,000.00
From:	Employee Benefits	\$30,000.00

To cover unanticipated legal expenses.

Thank you.

Bill #	Dst Name	Code	Reason	Date	Town Due/Susp	Dist Due/Susp	Sewer Due/Susp	Total
2010-04-0509025	SHADD EDWARD G	DD	DECEASED	04/27/2020	36.85	2.60	0.00	39.45
MV SUPPLEMENT	# Of Acct: 1				36.85	2.60	0.00	39.45
YR : 2010	TOTAL : 1				36.85	2.60	0.00	39.45
2011-03-0028871	HORSELY DIANE L	DD	DECEASED	04/27/2020	71.98	5.03	0.00	77.01
2011-03-0029838	EPSTEIN STEPHEN	DD	DECEASED	04/27/2020	73.06	5.10	0.00	78.16
2011-03-0029853	YARID CHARLES G	DD	DECEASED	04/27/2020	161.01	11.25	0.00	172.26
2011-03-0036000	KRAMSHUK PHYLLIS J	DD	DECEASED	04/27/2020	150.99	10.55	0.00	161.54
2011-03-0048712	ROGERS KENNETH M	DD	DECEASED	04/27/2020	61.16	4.27	0.00	65.43
2011-03-0050902	SHADD EDWARD G	DD	DECEASED	04/27/2020	74.42	5.20	0.00	79.62
2011-03-0052452	WARZECHA JOSEPHINE F	DD	DECEASED	04/27/2020	44.65	3.12	0.00	47.77
2011-03-0058476	KENNESON SUSAN C	DD	DECEASED	04/27/2020	53.34	3.73	0.00	57.07
2011-03-0060089	BRANCIFORT SIBI CONST	DD	DECEASED	04/27/2020	41.94	2.93	0.00	44.87
2011-03-0130165	DIXON RODNEY	DD	DECEASED	04/27/2020	162.90	11.38	0.00	174.28
2011-03-0509022	SHADD EDWARD G	DD	DECEASED	04/27/2020	104.18	7.28	0.00	111.46
MOTOR VEHICLE	# Of Acct: 11				999.63	69.84	0.00	1,069.47
2011-04-0029838	EPSTEIN STEPHEN	DD	DECEASED	04/27/2020	38.83	2.71	0.00	41.54
2011-04-0031438	DARLING BETSY	DD	DECEASED	04/27/2020	31.52	2.20	0.00	33.72
2011-04-0110069	CENTINT TAMI B	DD	DECEASED	04/27/2020	40.94	2.86	0.00	43.80
2011-04-0120031	BROWN RICHARD B	DD	DECEASED	04/27/2020	112.24	7.84	0.00	120.08
MV SUPPLEMENT	# Of Acct: 4				223.53	15.61	0.00	239.14
YR : 2011	TOTAL : 15				1,223.16	85.45	0.00	1,308.61
2012-03-0029838	EPSTEIN STEPHEN	DD	DECEASED	04/27/2020	81.80	5.60	0.00	87.40
2012-03-0034567	HADDEN JENNIFER K	DD	DECEASED	04/27/2020	27.77	0.00	0.00	27.77
2012-03-0040581	MCDUFFEE HELENA M	DD	DECEASED	04/27/2020	28.20	1.94	0.00	30.14
2012-03-0044531	BUCKLE ALAN G	DD	DECEASED	04/27/2020	101.78	6.96	0.00	108.74
2012-03-0048712	ROGERS KENNETH M	DD	DECEASED	04/27/2020	60.89	4.16	0.00	65.05
2012-03-0052245	LICHTENBAUM JAY E	DD	DECEASED	04/27/2020	198.03	13.52	0.00	211.55
2012-03-0061255	LEWANDOWSKI YVONE F	DD	DECEASED	04/27/2020	106.09	7.26	0.00	113.35
2012-03-0061745	CAMPBELL EVELYN W	DD	DECEASED	04/27/2020	60.89	4.16	0.00	65.05
2012-03-0067217	BACKUS KAREN L	DD	DECEASED	04/27/2020	80.26	5.48	0.00	85.74

2012-03-0110069	CENTINI TAMI B	DD	DECEASED	04/27/2020	48.59	3.32	0.00	51.91
2012-03-0110269	KIMAS KAREN M	DD	DECEASED	04/27/2020	63.96	4.38	0.00	68.34
2012-03-0445312	BUCKLE ALAN G	DD	DECEASED	04/27/2020	173.12	11.82	0.00	184.94
MOTOR VEHICLE	# OF Acct: 12				1,031.38	68.60	0.00	1,099.98
YR : 2012	TOTAL : 12				1,031.38	68.60	0.00	1,099.98
2013-03-0030962	PELLETIER DONALD J	DD	DECEASED	04/27/2020	3.61	0.00	0.00	3.61
2013-03-0051128	SCHOONOVER NICKLAS E	DD	DECEASED	04/27/2020	15.59	1.05	0.00	16.64
2013-03-0052245	LICHTENBAUM JAY E	DD	DECEASED	04/27/2020	179.60	12.10	0.00	191.70
2013-03-0110069	CENTINI TAMI B	DD	DECEASED	04/27/2020	49.26	3.32	0.00	52.58
2013-03-0110269	KIMAS KAREN M	DD	DECEASED	04/27/2020	63.92	4.31	0.00	68.23
2013-03-0110367	NELSON ROSE MARIE C	DD	DECEASED	04/27/2020	429.04	28.90	0.00	457.94
2013-03-0117016	HALLER LINDA L	DD	DECEASED	04/27/2020	119.11	8.02	0.00	127.13
2013-03-0121030	BEARDSLEY CHARLES W	DD	DECEASED	04/27/2020	66.10	4.45	0.00	70.55
2013-03-0121069	CARROLL DAVID M	DD	DECEASED	04/27/2020	106.32	7.16	0.00	113.48
2013-03-0125081	DARLING SARA J	DD	DECEASED	04/27/2020	91.05	6.13	0.00	97.18
2013-03-0125099	DIXON RODNEY F	DD	DECEASED	04/27/2020	119.42	8.04	0.00	127.46
2013-03-0130026	BRIDGETT ROBERT P	DD	DECEASED	04/27/2020	164.32	11.07	0.00	175.39
2013-03-0130215	LAMBERT DELLAS WILLIAM 2	DD	DECEASED	04/27/2020	111.23	0.00	0.00	111.23
2013-03-0511282	SCHOONOVER NICKLAS E	DD	DECEASED	04/27/2020	217.32	14.64	0.00	231.96
MOTOR VEHICLE	# OF Acct: 14				1,735.89	109.19	0.00	1,845.08
2013-04-0080254	BRIDGETT ROBERT P	DD	DECEASED	04/27/2020	273.04	18.39	0.00	291.43
MV SUPPLEMENT	# OF Acct: 1				273.04	18.39	0.00	291.43
YR : 2013	TOTAL : 15				2,008.93	127.58	0.00	2,136.51
2014-03-0051333	BRANCIFORTE S F JR	DD	DECEASED	04/27/2020	80.33	5.76	0.00	86.09
2014-03-0051395	BRIDGETT ROBERT P	DD	DECEASED	04/27/2020	361.81	25.94	0.00	387.75
2014-03-0051396	BRIDGETT ROBERT P	DD	DECEASED	04/27/2020	135.53	9.72	0.00	145.25
2014-03-0051869	CARROLL DAVID M	DD	DECEASED	04/27/2020	104.81	7.52	0.00	112.33
2014-03-0055124	HACZYNSKI HAROLD	DD	DECEASED	04/27/2020	283.99	20.36	0.00	304.35
2014-03-0055960	JACKSON JEWEL C	DD	DECEASED	04/27/2020	10.06	0.00	0.00	10.06
2014-03-0056862	LAMARRE LUCILLE C	DD	DECEASED	04/27/2020	129.60	9.29	0.00	138.89
2014-03-0057234	LICHTENBAUM JAY E OR	DD	DECEASED	04/27/2020	160.98	11.54	0.00	172.52
2014-03-0059077	ODONNELL JEANNETTE G	DD	DECEASED	04/27/2020	86.92	6.23	0.00	93.15
2014-03-0059347	PANE JANICE M	DD	DECEASED	04/27/2020	173.53	12.44	0.00	185.97

2014-03-0059594	PERRONE SANDRA L	DD	DECEASED	04/27/2020	158.78	11.39	0.00	170.17
2014-03-0059620	PESCO VICTOR B JR	DD	DECEASED	04/27/2020	691.30	49.57	0.00	740.87
2014-03-0061469	SIMONEAU MICHAEL G	DD	DECEASED	04/27/2020	305.33	21.89	0.00	327.22
#014-03-0062706	TULLER MEREDITH L	DD	DECEASED	04/27/2020	24.21	0.00	0.00	24.21
MOTOR VEHICLE	# OF Acct: 14				2,707.18	191.65	0.00	2,898.83
2014-04-0080256	BRANCIFORTE, S F JR	DD	DECEASED	04/27/2020	73.27	5.25	0.00	78.52
2014-04-0081290	MAHON BRIAN	DD	DECEASED	04/27/2020	98.22	7.04	0.00	105.26
MV SUPPLEMENT	# OF Acct: 2				171.49	12.29	0.00	183.78
YR : 2014	TOTAL : 16				2,878.67	203.94	0.00	3,082.61
2015-03-0051386	BRANCIFORTE S F JR	DD	DECEASED	04/27/2020	124.58	0.00	0.00	124.58
2015-03-0051925	CARROLL DAVID M	DD	DECEASED	04/27/2020	102.30	0.00	0.00	102.30
2015-03-0056394	KELLEY OMA R	DD	DECEASED	04/27/2020	304.70	0.00	0.00	304.70
2015-03-0062694	TULLER MEREDITH L	DD	DECEASED	04/27/2020	144.35	0.00	0.00	144.35
2015-03-0063727	ZADROCK JUERGEN J	DD	DECEASED	04/27/2020	104.81	0.00	0.00	104.81
MOTOR VEHICLE	# OF Acct: 5				780.74	0.00	0.00	780.74
2015-04-0080260	BRIDGETT ROBERT P	DD	DECEASED	04/27/2020	328.55	0.00	0.00	328.55
MV SUPPLEMENT	# OF Acct: 1				328.55	0.00	0.00	328.55
YR : 2015	TOTAL : 6				1,109.29	0.00	0.00	1,109.29
2016-03-0059704	PERRONE SANDRA L	DD	DECEASED	04/27/2020	115.32	0.00	0.00	115.32
2016-03-0061272	SCHWEINHART KIMBERLY L	DD	DECEASED	04/27/2020	53.86	0.00	0.00	53.86
MOTOR VEHICLE	# OF Acct: 2				169.18	0.00	0.00	169.18
YR : 2016	TOTAL : 2				169.18	0.00	0.00	169.18
2018-03-0058418	MORELLO PAUL A	DD	DECEASED	04/27/2020	15.17	1.25	0.00	16.42
2018-03-0059046	NOWLIN SANDRA J	DD	DECEASED	04/27/2020	99.79	8.23	0.00	108.02
2018-03-0061354	SHEA CONNIE R	DD	DECEASED	04/27/2020	120.41	9.93	0.00	130.34
MOTOR VEHICLE	# OF Acct: 3				235.37	19.41	0.00	254.78
YR : 2018	TOTAL : 3				235.37	19.41	0.00	254.78
Grand Total: 70					8,692.83	507.58	0.00	9,200.41