

Town of Cromwell, CT
Board of Finance
Special Meeting
Monday, April 17, 2017 at 7:00 P.M.
Cromwell Town Hall, Room 224/225

Minutes and Record of Vote

Present: Chairman John Henehan, Vice Chairman Julius Neto, Joseph Corlis, Allan Spotts and Bob Milardo

Not Present: Amanda Drew, Alternate Dan Kelly and Alternate Jon Dzurka

Also Present: Town Manager Anthony Salvatore, Finance Director Marianne Sylvester, Dr. Paula Talty, Board of Ed Director Eve Spencer, Chief Denise Lamontagne, Shawna Baron and Town Planner Stuart Popper

Call To Order - Chairman John Henehan called the Special Meeting dated April 17, 2017 to order at 7:00 p.m.

Seat Alternates – No alternates were seated.

Vice Chairman Julius Neto apologized for missing the last two special meetings and asked to be brought up-to-date regarding what contingencies have been considered in the result of further cuts from the State. Questioned if the contingencies in place would affect Cromwell's AAA rating. Finance Director Marianne Sylvester and Superintendent Dr. Talty reconfirmed that they have contingency plans in place. Dr. Talty also mentioned that they have a few scenarios depending on the outcome and how extensive the cuts may be. Further discussion took place detailing some of the contingency plans in place.

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

Budget Line #4 Economic Development

A motion was made by Mr. Spotts and seconded by Mr. Corlis to approve \$3,336 for line item #4 Economic Development. ***All in Favor – Motion Passed***

Town Planner Stuart Popper explained how and why the budget for this line item was determined. He also mentioned that there was a lot of activity for new business coming into Cromwell. Town Manager Anthony Salvatore explained the line for the additional pay Mr. Popper receives for his work as the Economic Developer Coordinator. Mr. Salvatore noted that he was please with the outcome of doing this. Mr. Popper also discussed the redevelopment plans, discussed the use of intern from UConn's senior class to do some studies and the development for easy access to the river front to name a few.

A motion was made by Mr. Neto and seconded by Mr. Corlis to approve the move of \$5,000 for the redevelopment to study . . . ***All in Favor – Motion Passed***

Budget Line #5 Developer/Planner

A motion was made by Mr. Neto and seconded by Mr. Spotts to approved \$142,781 for line item #5 Developer/Planner. *All in Favor – Motion Passed*

Town Planner Stuart Popper explain how the budget was comprised. Departmental expenses, admin wages, various signage, trade show expenses and web page design is much of the budget. Mr. Popper noted that he is trying to review and update the data where development is ongoing in the town. Additional costs may be incurred for graphic design and mapping but may utilized town employees for some of it.

There was additional discussion as to some of the plans for redeveloping.

Budget Line #6 Development Compliance

A motion was made by Mr. Neto and seconded by Mr. Spotts to approve \$103,117 for line item #6 Development Compliance. *All in Favor – Motion Passed*

Mr. Popper noted that the budget for this line item is based on wages, the wetland and departmental expenses. No additional discussion took place for this line item.

Budget Line #23 Planning & Zoning Comm

A motion was made by Mr. Neto and seconded by Mr. Corlis to approve \$3,225 for line item #23 Planning & Zoning Comm. *All in Favor – Motion Passed*

Mr. Popper noted that the budget consists mostly of departmental expenses and wages. No additional discussion took place regarding this line item

A motion was made by Mr. Neto and seconded by Mr. Spotts to approve \$15,000 to update the regulations. *All in Favor – Motion Passed*

Budget Line #24 Zoning Board of Appeals

A motion was made by Mr. Spotts and seconded by Mr. Neto to approve \$1,535 for line item #24 Zoning Board of Appeals. *All in Favor – Motion Passed.*

Mr. Popper noted that the budget consists mostly of departmental expenses and part-time wages. No additional discussion took place regarding this line item.

Budget Line #25 Inland Wetlands

A motion was made by Mr. Neto and seconded by Mr. Spotts to approve \$2,200 for line item #25 Inland Wetlands. *All in Favor – Motion Passed*

Mr. Popper noted that the budget consists mostly of departmental expenses and part-time wages. No additional discussion took place regarding this line item.

Budget Line #26 Conservation Comm.

A motion was made by Mr. Neto and seconded by Mr. Corlis to approve \$1,510 for line item #26 Conservation Com The budget consists mostly of departmental expenses and part-time wages.

Mr. Popper noted that the budget consists mostly of departmental expenses and part-time wages. No additional discussion took place regarding this line item. ***All in Favor – Motion Passed***

Budget Line #10 Assessor's Office

A motion was made by Mr. Spotts and seconded by Mr. Neto to approve \$231,901 for line item #10 Assessor's Office. ***All in Favor – Motion Passed***

Ms. Shawna Baron provided details on the budget for the Assessor's Office. There was a decrease in salaries. Reval is required this year (this is done every 5 year's and will need to be done again in 2022). There was some discussion on the overtime wages. Ms. Baron responded that it was included to cover any overtime needed for the revals. It will depend how many appeals are made and time needed to address each one. It was asked if the residents will be notified on what they will be assessed for. It was noted that notices will be made prior to the assessment. The assessment will also be available for review on-line. Every way possible will be made to notify the residents of their assessment.

Budget Line #21 Board of Appeals

A motion was made by Mr. Neto and seconded by Mr. Corlis to approve \$3,200 for line item #21 Board of Appeals. ***All in Favor – Motion Passed***

Ms. Shawna Baron provided details on the budget for the Board of Appeals. The line item for wages was questioned and Ms. Baron responded that the more appeals there are the need for more clerical wages. That is why there is an increase in the wages.

Budget Line #35 Emergency Management

A motion was made by Mr. Spotts and seconded by Mr. Neto to approve \$19,950 for line item #35 Emergency Management. ***All in Favor – Motion Passed***

Chief Denise Lamontagne provided details on the budget for this line item. Departmental expenses are most of the budget. Chief Lamontagne mentioned that there is an Emergency Grant available which there is a possible savings of \$8,000.

Budget Line #36 Police Department

A motion was made by Mr. Neto and seconded by Mr. Spotts to approve \$3,360,449 for line item #36 Police Department. ***All in Favor – Motion Passed***

Chief Lamontagne provided details on the budget for this line item. A good portion is for wages due to contractual obligations. Besides the wages there are other expenses that include towing and vehicle maintenance, training for personnel, etc. On paper the department shows that they fully staffed but because of officers in training they are short 4 to 5 officers.

A motion was made by Mr. Spotts and seconded by Mr. Corlis to approve \$50,000 from CNR to switch out an older vehicle for a new one. ***All in Favor – Motion Passed.***

The old vehicle will be review by the Public Works Director and then it will be determined to put into the fleet or put it up for auction. Discussion took place as how may per year vehicles are replace and the response is usually 1 to 2 per year.

Budget Line #37 Animal Control

A motion was made by Mr. Spotts and seconded by Mr. Corlis to approve \$79,658 for line item #37 Animal Control. ***All in Favor – Motion Passed***

The budget for this line item mostly comprised of wages and departmental expenses. No additional discussion took place for this line item.

Budget Line #47 Board of Education

A motion was made by Mr. Neto and seconded by Mr. Spotts to approve \$29,431,702 and then revised to approve \$29,343,702 for line item #47 Board of Education. ***All opposed the original dollar amount but the revised the dollar amount where 3 were in favor and 2 opposed – Motion Passed***

Dr. Talty detailed the budget for the Board of Education. She commented on the scenarios that were prepared in case of the State Funds not being available as promised. They are prepared to implement layoff for first year teacher reducing wages. To highlight some of the key points in the budget. The purchase of additional cell phone for the Assistant Principals were added, wi-fi (internet) capabilities used to be free but now half needs to be paid by the Board of Ed. Band uniforms listed are for replacement uniform for damaged or new ones for additional band members. Transportation of Special Ed students have increased. Computers needed for mandatory testing. Additional discussion took place regarding some other expenditures for the Board of Education.

Vice Chairman Neto congratulated Dr. Talty and staff for a job well done. He also inquires if there were areas that can be tweaked. She commented that their budget is very lean and have several contingencies for cuts decided by the State. Not sure when the cuts, if any, will happen but have plans to address them as it happens. It was mentioned that a decision can take as long as September before hearing something.

It was asked if there are any teachers ready to retire and if there were plans to replace them or adjust the staff accordingly. Dr. Talty stated that staff will be moved around to accommodate those positions.

Wages, transportation and various departmental expenses make up most of their budget.

Budget Line #20 Charter Revis. Comm

A motion was made by Mr. Spotts and seconded by Mr. Neto to approve \$1,501 for line item #20 Charter Revis. Comm. ***4 in Favor and 1 opposed – Motion Passed***

This line item is to cover any admin fees for meetings.

Budget Line #16 General Expense

A motion was made by Mr. Neto and seconded by Mr. Corlis to approve \$761,001 for line item #16 General Expense. The motion was then revised to add a dollar to the Riverport line item making the total dollar amount to \$761,002. *All in Favor – Motion Passed*

Budget Line #45 Employee Benefits

A motion was made by Mr. Neto and seconded by Mr. Corlis to approve \$3,381,867 for line item #45 Employee Benefits. *All in Favor – Motion Passed*

As mentioned in the Town Manager overview during the Public Hearing, a \$40,000 saving in health insurance and an increase of \$15,000 in pensions. This results in a 1.43 increase General Fund.

Budget Line #46 Debt Services

A motion was made by Mr. Neto and seconded by Mr. Corlis to approve \$3,687,527 for line item #46 Debt Services. *All in Favor – Motion Passed*

No additional conversation took place for this line item.

Adjournment – A motion was made by Mr. Milardo and seconded by Mr. Corlis to adjourn meeting at 8:28 p.m. *All in Favor – Motion Passed*

Reminder: Referendum is May 2, 2017 (Special Meeting to follow at approximately 8:00 p.m.

Respectfully submitted,

Cynthia Hardacker

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Recording Clerk