

Town of Cromwell, CT
Board of Finance
Special Meeting
Tuesday, April 11, 2016
Woodside Intermediate School

Minutes and Record of Vote

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

Not Present: Chairman John Henehan, Alternate Jon Dzurka

Also Present: Town Manager Anthony Salvatore, Finance Director Marianne Sylvester, Superintendent Dr. Paula Talty, Board of Education Business Manager Karen Clancy, David Jolley, Stuart Popper, Wes Bell and Captain Kevin VanderSloot

Call To Order - Vice Chairman Julius Neto called the Special Meeting dated April 11, 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 #7 Building Inspection

A motion was made by Ms. Drew and seconded by Mr. Spotts to approve \$184,708 for line item 7 Building Inspection. ***All in Favor – Motion Passed***

Chief Bldg Official David Jolley reported on the Building Dept's 2017 Budget. He answered questions concerning the kiosk for computer access to building department's documents and the storing of documents.

Budget Line #4 Economic Development

A motion was made by Mr. Spotts and seconded by Ms. Drew to approved \$12,335 for line item #4 Economic Development. ***All in Favor – Motion Passed***

Director of Planning and Development Stuart Popper reported on the 2017 Budget for Economic Development and Redevelopment Commission. He stated that the members will continue to participate in monthly business visitations and attended the Middlesex Chamber of Commerce Business Expo in October 2016. He also commented and participated in discussion in regards to the improvements on the riverfront.

A motion was made by Ms. Drew and seconded by Mr. Spotts to approve \$10,000 CNR request to study access to the Riverfront from Main Street. There was discussion on this CNR. It was asked if historical data was used and if any design has yet to be created. ***5 in favor and 1 abstained – Motion Passed.***

Budget Line #5 Developer/Planner

A motion was made by Ms. Drew and seconded by Mr. Corlis to approve \$136,725 for line item # 5 Developer/Planner. *All in Favor – Motion Passed*

There was discussion concerning the 2017 Town Planner budget. Discussion on the improvements at Cromwell Landing Park, redesign of the web page and safe routes to schools.

Budget Line #6 Development Compliance

A motion was made by Ms. Drew and seconded by Mr. Spotts to approve \$98,035 for line item #6 Development Compliance. *All in Favor – Motion Passed*

There was discussion in regards to if the department was getting busier due to complaints from increasing home businesses.

Budget Line #23 Planning + Zoning Comm

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

No questions were asked.

Budget Line #24 Zoning Bd of Appeals

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

No questions were asked.

Budget Line #25 Inland Wetlands

A motion was made by Mr. Spotts and seconded by Mr. Milardo to approve \$2,185 for line item #25 Inland Wetland. *All in Favor – Motion Passed*

No questions were asked.

Budget Line #26 Conservation Comm.

A motion was made by Ms. Drew and seconded by Mr. Spotts to approve \$1,510 for line item #26 Conservation Comm. *All in Favor – Motion Passed*

There was discussion regarding the Phoenix Farm land and how it is planned to be developed.

Budget Line #38 Health Dept.

A motion was made by Ms. Spotts and seconded by Mr. Corlis to approve \$179,416 for line item #38 Health Dept. *All in Favor – Motion Passed*

Health Director Wes Bell reported on the 2017 Budget for the Health Dept. There was discussion on the mosquito control and what is being done, discussion on tracking inspections/re-inspections and inquiries for tractability for agencies this department supports. Also asked how the cuts in the State Budget will affect the agencies supported by the Health Dept.

Budget Line #35 Emergency Management

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

Captain VanderSloot reported for Chief Lamontagne in her absence. Captain VanderSloot reported that he and the Chief have been fully trained in emergency preparedness. There was discussion in regards to the equipment changes and how their responsibilities changed.

Budget Line #36 Police Department

A motion was made by Mr. Spotts and seconded by Ms. Drew to approve \$3,156,791 for line item #36 Police Department. *All in Favor – Motion Passed*

There was discussion regarding whether or not enough was budgeted enough for uniforms, discussion regarding if the department is now fully staffed and discussion on cuts to overtime. Captain VanderSloot mentioned that additional training maybe required for some of the new recruits and leadership positions.

A motion was made by Mr. Spotts and seconded by Mr. Corlis to approve \$87,000 to replace two vehicles (purchase and transfer of related equipment, miscellaneous costs related to the replacement of vehicles). *All in Favor – Motion Passed.*

There was discussion as to what will be done with the existing vehicle. It was explained that another department depending on its condition and the needs of the department using it might use any vehicle being replaced. In this case this vehicle will not be kept and will be disposed of accordingly.

Budget Line #37 Animal Control

A motion was made by Ms. Drew and seconded by Mr. Corlis to approve \$81,907 for line item #37 Animal Control. *All in Favor – Motion Passed*

Captain VanderSloot reviewed the 2017 Budget and answered questions regarding loose animals in condo complexes and the increase in labor (due to contract agreements).

Budget Line #47 Board of Education

A motion was made by Mr. Spotts and seconded by Mr. Corlis to approve \$28,768,297 for line item #47 Board of Education. *5 in Favor – 1 abstained – Motion Passed*

There was discussions regarding bus monitors, technology needed to support for testing, copier expense, archiving and storage of videos from monitors, purchase of new band uniforms, pupil transportation costs, discussion as to who pays for CREC Magna schools (district pays for CREC Magna schools but not the Hartford Public Magna Schools) and how the Town and Board of Ed can combine contracts to save money (such as for copiers, electricity, etc.)

Budget Line #1 Town Manager's Office

A motion was made by Mr. Spotts and seconded by Ms. Drew to approve \$315,341 for line item #1 Town Manager's Office. *All in Favor – Motion Passed*

There was discussion in regards to UCONN intern (their term of employment and who will they report to), town road work, continued economic development efforts for the entire town, improving HR policies, job description and re-organizing, and provide training for town employees.

Budget Line #8 Finance Dept.

A motion was made by Ms. Drew and seconded by Mr. Spotts to approve \$363,304 for line item #8 Finance Dept. *All in Favor – Motion Passed*

Director of Finance Marianne Sylvester reported that there was a decrease in labor due to staffing changes. Town Manager Anthony Salvatore also reported that Ms. Sylvester received a Certificate of Achievement again this year. He also noted that due to the hard work of her department that a job well done is in order. He mentioned that the assistant director found vehicles that should have been removed from service, which saved significant money to the town. Other members of the board also commended Ms. Sylvester's department for a job well done. Town still holds an AAA bond rating.

Adjournment – A motion was made by Mr. Milardo and seconded by Ms. Drew to adjourn meeting at 8:27 p.m. *All in Favor – Motion Passed*

Respectfully submitted,

Cynthia Hardacker

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Recording Clerk