

Budget Meeting and Special Board of Finance Meeting
Monday, March 7, 2016
Town Hall – 7 p.m.

Members present:

Justin Donnelly, Ryan Anderson, Chris Childs, Brian Kost, Dr. Ann Huntington Mickelson, Eric Harrington, alts. J. Michael Stevens, Tracy Eccles, John Sullivan

First Selectman Melissa Mack, Selectman Mel Chafetz, Selectman Krystal Holmes,
Treasurer Christine Davidson, Director of Finance Deborah Cerrato

Chairman Justin Donnelly called the March 7, 2016 Budget Meeting to order at 7 p.m.
Citizen Comment: None

The Director of Finance noted that the blue page in a department file, reflect the recommendations of the First Selectman and the white page contains the recommended budget of the Department. All supporting documentation for the department's budget is behind the white budget sheet.

Budget Review

- a) Parks & Recreation (45) & Recreation Activity (46) – Wendy LaMontagne, Director, was present and reviewed her budget. She noted that her Department is requesting a full time administrative secretary. She stated that the First Selectman did not support this request and it is not reflected on the F.S.’’ blue sheet. But this is an important position. The Director noted a \$3000 increase in Contracted Services for the Babbs Beach maintenance. We will have new life guards for the Babbs Beach and our plan is to open the beach in August, 4 days a week. A small fee will be charged to residents and non residents. The Babbs Beach has been opened in the past and was widely used. There is a request for \$30,000 for Babbs Beach for the opening in August being reviewed by ACCE. In response to a question, Ms. LaMontagne reported that the Beach had served approximately 2,240 people; in eleven months.
- b) Town Engineer – Gerry Turbet
Mr. Turbet noted that his payroll line item had increased 1.7%. Contracted services had been decreased by \$1,000. The total budget had increased by .7%. The Steap Grant had been approved and the bid schedule is out.
- c) Zoning and Planning (24) - Mr. Hawkins noted that legal fees of approximately \$42,000 had been reduced to \$14,000. The high cost of legal fees in this budget was due to the chicken issue and gravel pit issue. Ms. Mack stated that she will be pre-screening legal requests before she approves the use of legal services. The question was raised why Mr. Hawkins’ salary was raised 6%. Ms. Mack stated that her strategy for compensation was a CCM survey that compared salary. We were grossly underpaying some staff; persons at the top of the scale may have gotten the 1.7% cost of living increase.
- d) Landfill (37) John Cloonan and Mark Cerrvione

The total budget of the Landfill increased by 1.3%. A new dumpster was purchased for the Library. KML had been using the bank's. We have a new contract for the burn fee, \$22,000. Our new contract is \$62 per ton. The Town is no longer paid for our recycling. It will be hauled away, but the new contract does not pay. The salary for the two landfill workers is 2.5% as per union contract. The

landfill revenue: anticipated \$30,000 scales, anticipated \$5000 for permits, bulky waste pick up fee, anticipated \$3,000, but again noted that we will not be paid a fee for the recycling.

Highway (36) The overtime for the Highway Dept. was really good this year. We had 15 callouts, spent \$55,000 approximate overtime line item, spent \$5000 in overtime. Our street sign expenses increased by \$1,200. We save money by making our own street signs. The First Selectman will transfer \$38,000 to ACCE for road maintenance. The salary of the Highway foreman was increased by 5%; according the CCM salary survey, some of our employees have been underpaid and deserve to be paid a higher salary.

Public Works (35) John Cloonan, Director of Public Works, noted that his department budget has increased by 10% . Testing, and maintenance, cleaning, for KML is approximately \$30,000. Testing for KML's elevators, sprinklers and their testing will cost approximate \$10,000. The Library is a Town building, and Public Works have increased testing from \$26,000 to \$42,000; costs relating to KML additional air testing, more landfill testing and additional environmental testing.

Ms. Mack noted the salaries of the Director of Public Works, Facilities Administrator have increased by 6%. The CCM survey shows that these employees are under paid and yet have heavy responsibilities. The Executive Assistant hours have been increased from 30 to 35, and the salary has been increased also and she now has the trash responsibilities.

Capital Expenditures – Advisory Commission on Capital Expenditures (ACCE). Mr. J. Michael Stevens noted these requests were discussed at great length. This list for capital requests is not listed yet by priority. The Priority List has yet to come before the BoF meeting. How to fund each approved request has yet to come before the BoF. (i.e. Finalized requests, prioritized requests, and decided funding)

The Budget Meeting adjourned at 8:50 p.m.

Special Meeting

Chairman Donnelly called the Special Meeting to order at 8: 51 p.m.

Executive Session: Dr Huntington Mickelson moved to enter Executive Session for a Discussion of the Captain Huntley Retirement Agreement. Mr. Childs seconded; and the meeting was voted into Executive Session at 8:53 pm by unanimous vote. The meeting entered in Open Session at 8:58 p.m. Dr. Huntington Mickelson moved to authorize the First Selectman to pay Captain Craig Huntley, \$18,500 and include his two children on the Town Insurance until June 30 and to be funded from the Police Department budget. Mr. Childs seconded. The motion was approved by unanimous vote.

The meeting adjourned at 9:03 p.m.

Respectfully submitted, Bobbie C. Kling, Secretary
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