

TOWN OF DURHAM
BOARD OF FINANCE
P.O. Box 428
DURHAM, CONNECTICUT 06422-0428

BOARD OF FINANCE

MARCH 15, 2006

MINUTES - REVISED

The Board of Finance met at the Durham Public Library on Wednesday, March 15, 2006. Chairman Fran Korn called the meeting to order at 7:00 PM.

Members Present: Fran Korn, Loraine Coe, Elmer Clark, Rosemarie Naples, Rob DeSimone, Jay Berardino

Others Present: Jan Muraca, Charles Corley (*Town Times*)

SPECIAL MEETING

Board members reviewed several budgets that had been presented and discussed at prior meetings. Presentation of the Human Resources budgets by Jan Muraca followed.

4505	Visiting Nurse	Budget Request	\$3,270
------	----------------	----------------	---------

Jan Muraca submitted a budget request of \$3,270, unchanged from last year. This service is provided through Middlesex Hospital.

4510	Mental Health Clinic	Budget Request	\$ 3,690
------	----------------------	----------------	----------

Jan submitted a budget request of \$3,690, increased from last year. The amount is based on a formula that includes the number of Durham residents who utilized the clinic over the past year and the number of sessions provided.

4515	Social Services	Budget Request	\$ 480
------	-----------------	----------------	--------

Jan submitted a budget request of \$480, unchanged from last year. This budget is for her dues, memberships, meetings, and other similar expenses.

4520	Red Cross Senior Transport	Budget Request	\$ 16,609
------	----------------------------	----------------	-----------

A budget of \$16,609 was submitted, unchanged from last year. This service is also known as "Dial-a-Ride" and is provided through the American Red Cross. The budget amount for each town, including Durham, is based on an apportionment of costs based on the number of riders and the number of rides provided during the previous year. Red Cross contracts with Middlesex Area Transit for this service.

4525	Community Renewal Team	Budget Request	\$ 2,000
------	------------------------	----------------	----------

A budget of \$2,000 was submitted, unchanged from last year. This service oversees the Meals on Wheels program and other programs such as energy assistance and meals for children for families who qualify based on a formula that includes income and family size.

4530	Rushford Center	Budget Request	\$ 1,500
------	-----------------	----------------	----------

A budget of \$1,500 was submitted, unchanged from last year. This amount reflects the use of the Rushford Center in Middletown by 47 Durham residents during the past year. The Rushford Center provides substance abuse and mental health services including prevention, treatment, and recovery.

4535	Middlesex Substance Abuse Action Council	Budget Request	\$ 500
------	--	----------------	--------

A budget of \$500 was submitted, unchanged from last year. This organization provides drug-prevention service to 15 towns in Middlesex County, including Durham.

4540	Regional Training Center Camp	Budget Request	\$ 2,498
------	-------------------------------	----------------	----------

A budget of \$2,498 was submitted, decreased from last year's budget of \$2,955. This amount reflects the cost for Durham residents to attend the John J. Nerden Regional Training Center Camp in Middlefield and is based on the number of days they attend.

The camp provides a summer program, evening and weekend activities, and winter recreational programs to children and adults with special needs. Two to four Durham residents attend this camp each year.

4550	Kuhn Employment Opportunities	Budget Request	\$ 675
------	-------------------------------	----------------	--------

A budget of \$675 was requested, decreased from last year's budget of \$1,134. The requested amount reflects the cost for one resident who participated last year. Last year's budget reflected the cost for two residents who participated in the previous year.

4555	Durham 60+ Club	Budget Request	\$ 600
------	-----------------	----------------	--------

A budget of \$600 was submitted, unchanged from last year. This amount reflects the rental cost of Fellowship Hall for club meetings.

4560	Meals on Wheels	Budget Request	\$ 3,500
------	-----------------	----------------	----------

A budget of \$3,500 was submitted, unchanged from last year.

4565	Community Health Center	Budget Request	\$ 1,000
------	-------------------------	----------------	----------

A budget of \$1,000 was submitted, unchanged from last year. This amount reflects the use of the Community Health Center by 93 residents for a total of 481 visits for medical and dental care. The Community Health Center is located at 635 Main Street, Middletown.

4570	Youth Services	Budget Request	\$ 35,400
------	----------------	----------------	-----------

A budget of \$35,400 was submitted, decreased from last year's budget of \$39,000. The actual amount that Durham will have to raise through taxes is \$21,400 because \$14,000 is supported by a grant. The amount that Middlefield will pay is \$10,600 in addition to in-kind services they provide which reflects the use of their Community Center. B/F members requested detailed back-up information for this budget which Jan offered to provide.

4575	Eddy Center	Budget Request	\$ 1,323
------	-------------	----------------	----------

A budget of \$1,323 was submitted, decreased from last year's budget of \$5,103. The amount charged to Durham for use of the Eddy Center is based on a formula that includes the number of residents who utilized the Center and the number of nights they stayed.

4580	Greater Middlesex Counseling Center	Budget Request	\$ 1,526
------	-------------------------------------	----------------	----------

A budget of \$5,126 was requested, decreased from last year's budget of \$1,609. The Center is located on Court Street in Middletown and provides counseling services for a variety of issues.

4585	Women & Families Center (Formerly Sexual Assault Crisis Svcs)	Budget Request	\$ 250
------	---	----------------	--------

A budget of \$250 was requested, unchanged from last year.

4595	Middlesex Area Transport	Budget Request	\$ 13,631
------	--------------------------	----------------	-----------

A budget of \$13,631 was submitted, unchanged from last year. This transport service is the rural route bus that travels to and from designated stops in Durham. The cost is based on the number of Durham riders.

4596	Regional Mental Health Board	Budget Request	\$ 344
------	------------------------------	----------------	--------

A budget of \$344 was submitted, unchanged from last year. This Board was created by CGS in 1976 to ensure that each town has a voice in advising the Commission on Mental Health in policy setting and funding. Judith Hurlbert represents the Town of Durham on this Board. The amount billed to each town is based on population.

4598	Durham-Middlefield Senior/Disabled Bus	Budget Request	\$ 12,000
------	--	----------------	-----------

A budget of \$12,000 was submitted, unchanged from last year. Jan provided a breakdown of the costs for Durham's portion of the use of this bus for the past two years including the number of passengers, cost of gasoline, number of days of operation, and number of miles traveled. Jan explained that while the Red Cross Senior Transport service (budget 4520) provides transportation within Middlesex County, the Senior/Disabled bus (budget 4598) provides transportation outside of Middlesex County.

2505	Social Security	Budget Request	\$ 110,864
------	-----------------	----------------	------------

A budget of \$110,864 was submitted, increased over last year's budget of \$105,866. Jan provided a detailed explanation of how the amount for this budget is calculated based on the salaries of Town employees.

2510	Unemployment Compensation	Budget Request	\$ 9,393
------	---------------------------	----------------	----------

A budget of \$9,393 was submitted, decreased from last year's budget of \$11,155. Jan provided a detailed explanation of how the amount for this budget is calculated.

2515	Employee Retirement Plan	Budget Request	\$ 129,734
------	--------------------------	----------------	------------

A budget of \$129,734 was submitted, increased from last year's budget of \$119,271. The current Employee Retirement Plan consists of two separate plans: a Defined Benefit Plan (DBP) in the amount of \$65,544 and a Money Accumulation Plan (MAP) in the amount of \$64,190. The MAP portion of the plan is mandatory for all union staff and is optional for non-union employees. Jan explained that the two portions of the plan are related, i.e. the more money an employee has in the MAP, the more their DBP is reduced. Discussion followed about the current plan and other types of plans that may be available for Town employees.

2520	Insurance	Budget Request	\$ 107,911
------	-----------	----------------	------------

A budget of \$107,911 was presented, increased from last year's budget of \$101,911. Jan explained that the Town is in the third year of a 3-year guaranteed premium arrangement and added that the increase in this year's budget request reflects an increase in the estimate of the

number of cases that will require a \$5,000 deductible. Jan noted that an exposure review is coming up in the near future.

2525	Insurance-Payroll Related	Budget Request	\$ 426,362
------	---------------------------	----------------	------------

Jan submitted a budget request of \$426,362, increased from last year's budget of \$366,440. She explained that the increase is due to an increase in premiums.

This budget has the following three components:

- Workers Compensation in the amount of \$35,225
 - Life and ADD Insurance in the amount of \$2,016
 - Health Insurance that is comprised of the following amounts:
 - \$ 346,757 - Anthem (Municipal Employee Health Insurance Program-MEHIP)
 - \$ 4,000 - Employee Reimbursement
 - \$ 21,312 - Medicare Supplement
 - \$ 13,327 - COBRA
 - \$ 3,725 - DMYFS contribution
- \$ 389,121 Total Health Insurance

Elmer Clark suggested adding three 3-digit line item numbers to this budget for each of the three major components. Jan explained that the amount in this budget is partially offset by contributions from employees and retirees in the amount of \$71,576.

Discussion followed about why this account has increased \$60,000 over the past year, particularly where the total number of covered employees has not changed that significantly and the level of contribution from employees has increased. The number of employees this budget is based on was 23 last year and 26 this year. Jan offered to provide the Board of Finance with a breakdown and comparison of costs for this year and last year.

Discussion

Jan reported that the final reimbursement check for the Maple Avenue Bridge project has been received. Discussion followed regarding the current pension program and possible changes that might be considered to save money for employees and for the Town.

REGULAR MEETING

Minutes

There was unanimous agreement to table approval of minutes to a future meeting.

Correspondence

Members received the following correspondence:

- Monthly financial report from the Town Clerk's Office through February 2006
- Copy of Bill No. 50 proposed to eliminate personal property tax on certain motor vehicles

Invoices

There were no invoices submitted for the Board's approval.

Legal Notice for Annual Budget Hearing

The Board reviewed and approved the legal notice to be published in the *Middletown Press* on Wednesday, March 22, 2006 for the Annual Budget Hearing on Monday, April 3, 2006 at 8 PM.

The meeting adjourned at 9:05 PM.

Respectfully submitted,

Alice Tucker

Alice Tucker

Secretary to the Board of Finance