

*Special Board of Finance Meeting
8:00 a.m., Saturday, March 14, 2009
2nd Floor Conference Room, Town Hall*

REVISED - Minutes - Budget Workshop

Members present: Fran Korn, Loraine Coe, Rosemarie Naples, Elmer Clark, Rob DeSimone

Members absent: Jay Berardino

Others present: Maryjane Malavasi

Fran Korn called the meeting to order at 8:00 a.m.

Maryjane Malavasi presented and discussed detailed revenue budget forms, an analysis of fund balance, and a draft of where the 09-10 budget stands today.

1000 - Board of Finance

Line #153 - increase to \$600.00

Line #157 - reduce to zero

Total reviewed \$23,840.00

1010 - Office of the First Selectman

Total reviewed \$45,482.00

1010 - First Selectman's Salary

Discussion on elected official salaries was held.

Total reviewed \$72,975.00.

1012 - Selectmen's Salary

Total reviewed \$7,000.00

1013 - Selectmen's Office Salary

Line #117 Clerical - reduction to 20 hours, new line total \$22,963.00

Total reviewed \$72,826.00

1015 - Board of Assessment Appeals

Total reviewed \$150.00

1020 - Office of Tax Collector

Total reviewed \$12,375.00

1021 - Tax Collector Salary

Total reviewed \$53,839.00

1022 - Tax Collector Office Staff Salary

Total reviewed \$22,963.00

1030 - Office of Town Clerk

Total reviewed \$30,120.00

1031 - Town Clerk Salary

Total reviewed \$54,852.00

1032 - Clerks Office Staff Salaries

Total reviewed \$44,582.00

1040 - Office of Town Treasurer

Budget eliminated since it was such a small amount. Treasurer can purchase supplies through Finance Department budget.

1041 - Town Treasurer Salary

Total reviewed \$9,000.00

1500 - Assessor

Budget approved at current year amount.

Total reviewed \$17,750.00

1502 - Assessor Department Salaries

Total reviewed \$68,325.00

1505 - Midstate Regional Planning

Total reviewed \$4,882.00

1506 - Middlesex Soil & Water

Total reviewed \$1,698.00

1510 - Probate Court

Total reviewed \$7,696.00

1515 - Town Counsel

Total reviewed \$40,000.00

1520 - Building & Health

Total reviewed \$46,975.00

1521 - Building & Health Salaries

Total reviewed \$190,080.00

1525 - Finance Department

Line #152 Dues & Meetings - increase to \$800.00

Line #351 Mileage - eliminate - reduce \$200

Total reviewed \$7,810.00

1526 - Finance Department Staff Salaries

Total reviewed \$118,981.00

1555 - Planning & Zoning Legal & Litigation

Total reviewed \$30,000.00

1565 - Information Technology

Line #230 Finance Software - increase to \$13,798.00

Total reviewed \$48,794.00

1566 - Computer Equipment

Total reviewed \$3,000.00

2000 - Inland Wetlands

Total reviewed \$2,750.00

2005 - Zoning Board of Appeals

Total reviewed \$1,650.00

2010 - Planning & Zoning

Line #204 Consultants - reduce to \$55,500.00

Add line ZEO \$10,000.00

Total reviewed \$78,175.00

2011 - Assistant ZEO Salary

Budget eliminated - moved to #2010

2015 - Economic Development

Total reviewed \$3,150.00

2020 - Conservation Commission

Total reviewed \$8,600.00

2035 - Historic District Commission

Total reviewed \$1,470.00

2050 - Ethics Commission

Total reviewed \$500.00

2500 - Elections

Total reviewed \$34,165.00

2505 - Social Security

Total reviewed \$129,469.00

2510 - Unemployment Compensation

Total reviewed \$7,759.00

2515 - Employee Retirement Plan

Total reviewed \$145,943.00

2520 - LAP Insurance

Total reviewed \$83,564.00

2525 - Health Insurance

Total reviewed \$459,417.00

2540 - Tree Warden

Total reviewed \$24,575.00

2545 - Employee Assistance Program

Maryjane to move this item to budget #2525

Total reviewed \$748.00

2550 - Drug & Alcohol Testing

Discussion on moving to another budget - M. Malavasi to research

Total reviewed \$2,000.00

2560 - Town Hall Expenses

Total reviewed \$55,132.00

2562 - Municipal Heating Fuel

Total reviewed \$26,600.00

2563 - Municipal Custodial Services

Total reviewed \$38,000.00

2567 - Allyn Brook Park Improvements

Total reviewed \$2,000.00

3000 - Streetlights

Total reviewed \$48,000.00

3005 - Capital Equipment

Estimated amount of lease payment for 5-year term.

Total reviewed \$32,000.00

3006 - Highway Department Wages

Total reviewed \$398,719.00

4000 - Emergency Management

Line #134 Stipend - eliminated - reduce by \$1,000

Total reviewed \$3,017.00

4003 - Emergency Management Operations Center

Line #253 Telephone/Internet - reduced to \$1,050.

Line #314 Equipment - increased to \$1,200 for generator

Total reviewed \$2,750.00

4005 - Crossing Guard

Total reviewed \$5,615.00

4014 - Animal Control Officer Salary

Total reviewed \$15,600.00

4015 - Dog Fund Expenses

Total reviewed \$13,550.00

4020 - Volunteer Fire Department

Total reviewed \$62,525.00

4025 - Fire Company Trustees

Total reviewed \$29,520.00

4030 - Volunteer Ambulance Company

Total reviewed \$23,631.00

4031 - Public Safety Data System

Total reviewed \$10,205.00

4032 - Town Wide Radio Communications

Total reviewed \$27,181.00

4035 - Fire Marshall

Total reviewed \$23,283.00

4040 - Valley Shore Communications

Total reviewed \$68,126.00

4045 - Fire Pond Fund

Total reviewed \$5,000.00

4055 - Resident State Trooper

Total reviewed \$132,740.00

4056 - Resident State Trooper Contract

Total reviewed \$119,802.00

4057 - Fair House

Total reviewed \$2,400.00

4065 - Public Safety Committee

Total reviewed \$1,050.00

4070 - Burning Permits

Total reviewed \$1,000.00

General items discussed

M. Malavasi presented the Board with an estimate from the Recreation department of \$2,275 to resurface the tennis courts. F. Korn asked to have it added to fy09-10 capital improvement plan.

M. Malavasi stated that funding for this year's Summer Recreation Program will stay as it is at 3 days, but the Board of Selectmen has asked them to seriously consider charging a fee for the following summer which would be included in the 09-10 budget.

F. Korn discussed the reserve fund and made the following recommendations:

- Reallocation of \$100,000 for Building Maintenance from #9300 Community/Senior Center to #9200 Building Maintenance
- Reallocation of \$183,000 for Fire Truck from #9300 Community/Senior Center to #9580 Fire Equipment

F. Korn asked M. Malavasi to work on an interest appropriation for shortfall for the next meeting.

M. Malavasi reviewed a handout with electricity purchasing options. It was decided the best avenue was to work with Connecticut Conference of Municipalities.

Meeting adjourned at 11:15 am.

Respectfully submitted,

Beth Moncata