

**MINUTES OF THE CHESHIRE TOWN COUNCIL BUDGET COMMITTEE MEETING  
HELD ON TUESDAY, JULY 24, 2018 AT 6:30 P.M. IN ROOM 207-209 TOWN HALL,  
84 SOUTH MAIN STREET, CHESHIRE CT 06410**

Present

Chairman Timothy Slocum, Jeffrey Falk, Sylvia Nichols.

Staff: Sean Kimball, Town Manager; James Jaskot, Finance Director; Gina DeFilio, Deputy Finance Director; Arnett Talbot, Assistant Town Manager; Vincent Masciana, COO, Dept. of Education

Councilors Present – Paul A. Bowman, David Veleber.

**1. ROLL CALL**

The clerk called the roll and a quorum was determined to be present.

**2. PLEDGE OF ALLEGIANCE**

The group Pledged Allegiance to the Flag.

**3. DISCUSSION RE: FISCAL YEAR 2018-2019 FIVE-YEAR CAPITAL  
EXPENDITURE PLAN AND ANNUAL EXPENDITURE BUDGET  
AND WORKSHOP PROCESS**

Committee Chairman Slocum informed those present that he met with Town Manager Kimball and Ms. Talbot to discuss and review the CEP meeting schedule. They talked about the possible consideration of a Saturday meeting with the Board of Education on the BOE capital expenditure plan.

The proposed meeting schedule was reviewed by Mr. Slocum.

Thursday, July 26<sup>th</sup>, Police and Fire;

Tuesday, August 7<sup>th</sup>, Board of Education;

Thursday, August 9<sup>th</sup>, Public Works/WPCA, Recreation,  
Admin/Finance/Technology/Planning/All others;

Tuesday, August 14<sup>th</sup>, Public Hearing; Wednesday, August 15<sup>th</sup>, possible  
workshop/recap;

Tuesday, August 21<sup>st</sup>, Adoption of Capital Budget.

Mr. Slocum requested staff to put together a “summary book” of capital budget requests for reference throughout the budget process. Information in the summary book corresponds and is backed up with that in the larger CEP books.

Mr. Kimball advised there are some new capital budget requests in the Recreation Department, and the estimated cost for the West Johnson Bridge is \$1.7M. There is \$450,000 in the CEP for this bridge work, and there could be some funding through State grants. In the budget document he noted there are \* which note it is a “new” project.

According to Mr. Slocum, if adopted, the first year of the FY 18-19 CEP is close to \$12M, and does not include \$1.7M for the bridge project. Last year's adopted capital budget was \$6.4M out of \$8.5M proposed Town Manager's requested budget.

Mr. Kimball stated some changes must be made; Parks and Rec budget has been cut by one-third; and the largest expenditures are in the BOE and Public Works budgets.

With regard to a \$10M capital budget and its effect on debt service, Mr. Jaskot informed the committee that he has not yet developed the numbers. Debt service is predicated on the five-year plan; and the FY 17-19 CEP was \$6.4M. This year's plan (\$9.7M) is in the 2<sup>nd</sup> year and built into the projections. If it differs, that will be seen as a change.

Mr. Masciana briefly reviewed the BOE capital requests. There is \$1.9M for school security improvements, with 40% grant reimbursement, about \$500,000. The BOE is looking into moving some of its grant requests into next year, with some going into 2020. Year #1 is new requests which can be reviewed and discussed. There are some savings on the video surveillance, about \$75,000, with some adjustments to be made.

Mr. Masciana pointed out that in the CEP this year there are some inflation adjustments, i.e. the CHS storage project has been \$260,000 over the last four years. Going forward, the BOE will adjust numbers by 5% inflation until the project is approved.

The BOE has been more aggressive this year because it does not have a commitment to a facility masters plan. The last two capital budgets were rather light with anticipation of a larger investment.

Items on the list are sound, with the question being which can be pushed out, including two roof projects in this year's CEP slated for Norton School. Mr. Masciana noted these roofs are not leaking, and could be deferred for another year.

According to Mr. Masciana, the biggest thing is future improvements on a broader scale, such as window replacements, cafeteria improvements (CHS is \$3.5M). If nothing is to be done at CHS for another five years, he said there should be focus on some of the larger dollar amount investments and if they will be made.

Mr. Jaskot will continue to close out projects, with some having residual balances to be realized. There are bonded projects with balances, which will have some impact on the projections. He cited the driveway excavation permits having about a \$100,000 balance.

Town Manager Kimball will confirm the capital budget meeting schedule with department heads.

**4. ADJOURNMENT**

MOTION by Ms. Nichols; seconded by Mr. Falk.

MOVED to adjourn the meeting at 7:10 p.m.

VOTE           The motion passed unanimously by those present.

Attest:

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Marilyn W. Milton, Clerk