

**MINUTES OF THE CHESHIRE TOWN COUNCIL BUDGET COMMITTEE MEETING
HELD ON TUESDAY, DECEMBER 11, 2018 AT 6:30 P.M. IN ROOM 207, TOWN
HALL, 84 SOUTH MAIN STREET, CHESHIRE CT 06410**

Present

Acting Chair, Sylvia Nichols; Jeffrey Falk; Absent: Timothy Slocum
Staff: Sean Kimball, Town Manager; James Jaskot, Finance Director; Arnett Talbot,
Asst. Town Manager; Town Clerk Laura Brennan.

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. Acceptance and appropriation of a \$29.47 reimbursement from the State Of Connecticut for the Police Seizure Grant to the Police Asset Foregiture Account.
4. Acceptance and appropriation of a \$10 donation from Robert Kimball to the Human Services Gift Account to be used for general purposes.
5. Acceptance and appropriation of a \$106 donation from the October Town Employee Dress Down Fund to the Cheshire Fuel Bank Account.
6. Acceptance and appropriation of a \$15 donation from Margaret Durlach To the Human Services Gift Account for the Senior Center.
7. Acceptance and appropriation of a \$50 donation from Operation Fuel to The Cheshire Fuel Bank Account.
8. Acceptance and appropriation of a \$100 donation from John and Ellen McBride to the Cheshire Fuel Bank Account.
9. Acceptance and appropriation of a \$50 donation from an anonymous donor To the Cheshire Fuel Bank Account.
10. Acceptance and appropriation of a \$100 donation from Richard E. and Kathleen A. Pfeiffer to the Police Gift Account to be used for future training classes and equipment.
11. Acceptance and appropriation of a \$14,000 donation from Cheshire's Lights of Hope to the Human Services Gift Account and the Cheshire Fuel Bank Account.

12. Acceptance and appropriation of a \$3,668 donation from the Farmington Canal Rail-to-Trail Association for the development, construction, and installation of two signs along the Cornwall Avenue to West Main Street segment of the Linear Trail.

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

MOVED that the Budget Committee approve and accept agenda items #3 through #12, and forward to the full Town Council for approval.

VOTE The motion passed unanimously by those present.

13. Authorization to appropriate \$15,557 from the Jitney Bus Fund for the Town's 20% match for the purchase of the new Senior/Transportation Service Bus acquired through the CT DOT Section 5310 Grant Program.

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

MOVED that the Budget Committee approve and accept agenda item #13, and forward to the full Town Council for approval.

Discussion

This funding action has been done in the past for acquisition of a new bus, with 80% CT DOT funding and 20% Town funding from the Jitney Bus Fund.

VOTE The motion passed unanimously by those present.

14. Discussion and possible action re: five year contract for Town Clerk Records Management System.

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

MOVED that the Budget Committee accept agenda item #14, and forward to the full Town Council for discussion and possible action.

Discussion

Ms. Brennan explained that the current contract is a temporary, 6-month contract, and the request to the Council is for approval of a 5-year contract with IQS. She stated the firm is a records management company for all Town Clerk office documents (maps, vital statistics). The documents are digitalized, accessible on-line, and there is a printing fee for hard copies. The company maintains and keeps records up to date.

Mr. Kimball stated the temporary contract expires on February 9, 2019, and the program is saving money.

VOTE The motion passed unanimously by those present.

15. ADJOURNMENT

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

MOVED to adjourn the meeting at 6:40 p.m.

VOTE The motion passed unanimously by those present.

ATTEST:

Marilyn W. Milton, Clerk