

MINUTES OF THE CHESHIRE TOWN COUNCIL BUDGET COMMITTEE MEETING
HELD ON TUESDAY, FEBRUARY 14, 2012, AT 6:30 P.M. IN ROOM 207, TOWN
HALL, 84 SOUTH MAIN STREET, CHESHIRE CT 06410

Present

David Schrumm, Chairman; Michael Ecke and Thomas Ruocco.

Councilors

Staff: Michael A. Milone, Town Manager; James Jaskot, Finance Director;

Vincent Masciana, Director of Management Services, Dept. of Education

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 \$200 donation from Kathy Nankin to the Cheshire Fuel Bank.
4. Acceptance and appropriation of a \$140 donation from the St. Mary's Hospital Transcription Department to the Cheshire Fuel Bank.
5. Acceptance and appropriation of a \$147 donation from the First Congregational Church of Cheshire to the Cheshire Fuel Bank.
6. Acceptance and appropriation of a \$2,500 donation from Alexion Pharmaceuticals, Inc. to the Police Department Account for general purposes.
7. Acceptance and appropriation of a \$5,000 grant from the Naugatuck Savings Bank Foundation for Library renovations.
8. Acceptance and appropriation of a \$500 donation from Cathleen Devlin in Memory of Joan Devlin to the Library Gift Account for library materials, Furniture and computers.
9. Acceptance and appropriation of a \$50 donation from Gerald and Adoria Corcoran in memory of Stuart Solomon to the Library Gift Account for Library materials, furniture and computers.
10. Acceptance and appropriation of a \$35 donation from Robert O'Hara in honor Of Jean O'Hara to the Library Gift Account for library materials, furniture and Computers.
11. Acceptance and appropriation of a \$550.14 donation from the Cheshire United Methodist Church to the Cheshire Fuel Bank.

12. Acceptance and appropriation of a \$1,291 donation from the Connecticut State Library State Aid Account to the Library Gift Account for the purchase Of library materials.
13. Acceptance and appropriation of a \$520 grant from the Youth Service Bureau Enhancement Grant for positive youth development programming.
14. Acceptance and appropriation of a \$500 donation from Cathleen Devlin to The mini-bus fund.

MOTION by Mr. Ruocco; seconded by Mr. Schrumm

MOVED to accept agenda items #3 through #14 and forward to the full Town Council for approval.

VOTE The motion passed unanimously by those present.

15. Approval of waiver of bid for the Highland HVAC project.

MOTION by Mr. Ruocco; seconded by Mr. Schrumm.

MOVED to accept agenda item #15 and forward to the full Town Council for approval.

Discussion

Mr. Milone informed the committee that the Department of Education (DOE) reviewed and made suggestions on this project for a bid waiver.

A letter from Dennis Rioux, Architect/Engineer for the project, B.L. Companies, was read into the record by Mr. Masciana. The letter states that based on the 2009 HVAC projects, the specifications of the Trane unit were reviewed and there should be no issues with the unit. The DOE received quotes from each vendor, including the DAS vendor, which were higher than the Trane quote of \$82,100, and this price is good in comparison to other quotes and the cost of the 2009 units. The DAS vendor added a markup to the unit and the installation. Mr. Masciana said the reason for the bid waiver and getting the project done this way is to get this unit installed and operational as soon as possible.

VOTE The motion passed unanimously by those present.

16. Acceptance and appropriation of Wallingford Solid Waste Project funds.

MOTION by Mr. Ruocco; seconded by Mr. Ecke.

MOVED to accept agenda item #16 and forward to the full Town Council for approval.

Discussion

Mr. Schrumm explained that this is creating the reserve fund using some funds from the CRRA money.

The committee was informed by Mr. Milone that it has a year and a half with this issue due to the inter-municipal agreement and authorization from the Council to put money into this fund. Cheshire's appropriation is \$268,200.

A question was raised regarding electronic recycling and how the Town would handle this program. Mr. Milone said that the recycling market has resulted in outside vendors taking on these programs, for a profit, at no cost to the Town. Also, the five towns will have resources to take on an electronic recycling program. He read an excerpt from the inter-municipal agreement which states that --a unanimous vote of the Policy Board is required for all other uses of the reserve fund, except for expenses related to changes in the law, i.e. more stringent DOT regulations. Some of the more costs could be passed back to the five towns, or result in an increase in the tip fee from the annual 3% maximum increase.

VOTE The motion passed unanimously by those present.

17. Approval of a Fiber Tech multi year contract for fiber installation and use for the Cheshire Library

MOTION by Mr. Ruocco; seconded by Mr. Ecke.

MOVED to accept agenda item #17 and forward to the full Town Council for approval.

Discussion

This contract for fiber installation is part of the infrastructure upgrade, and the Council has already approved an agreement for the Police and Fire Departments. The installation allows for enhancement of the technology at the Library, creates life of the redundancy back to the Police and Fire, and now the Library. The annual cost is \$9,600. Mr. Milone said it is important to have this protection and enhancement ability to improve the technology at the Library.

VOTE The motion passed unanimously by those present.

18. Appointment of Town Attorney.

MOTION by Mr. Ruocco; seconded by Mr. Ecke.

MOVED to accept agenda item #18 appointment of Town Attorney, Murtha, Cullina, LLC, and forward to the full Town Council for approval.

Discussion

Mr. Schrumm said that this is based on the Town's satisfaction of services received from the Town Attorney for both the Board of Education and Town Government. For four years the town attorney's office has frozen its fees and the proposed fees are modest.

Mr. Milone informed the committee that the town attorney has been very diligent in watching billable hours to the Town, and has been instrumental in advising the Town staff on their doing something when it can be done in-house. The town attorney's office put together a booklet for staff on the process for RFP's and RFQ's, and an attorney does not have to attend every board or commission meeting. The Town has also been advised by the town attorney's office that some of the legal costs can be pulled back to projects which can absorb these costs.

According to Mr. Schrumm, we are two years out for an RFP for town attorney services in order to have some comparisons to look at.

Mr. Milone noted that when the town attorney is asked to work on a project, the Town is advised of the number of billable hours for the project, and whether or not it is a necessary cost. If not, they stop working on the project, and it is not pursued further.

VOTE The motion passed unanimously by those present.

19. Amendments to restrictions on Annie E. Peck and Julia M. Tompkins Funds.
20. Appropriation of \$3,000 from the Julia M. Tompkins Fund for the purchase of Library materials.
21. Appropriation of \$55,600 from the Peck Jones Fund for student learning support.

MOTION by Mr. Ruocco; seconded by Mr. Ecke.

MOVED to table these three agenda items pending further review and information on the history of these funds.

Discussion

The Peck-Jones fund is designated for the Board of Education. The Tompkins fund is designated for the Library. Mr. Jaskot put together a summary of both funds over the last 10 years which shows revenue and expenses. This summary includes data on investments in equities through January 2012, and Mr. Jaskot noted that over the years no one was managing these funds on a regular basis. The Tompkins fund goes back to 1895, and the Peck Jones fund goes back to the 1940's. Right now, these funds are in pool cash and will make negligible income going forward.

Mr. Schrumm commented on a lawyer stating that these funds are not endowments, which would allow putting the money into better investments. Then, income from the

funds could be used appropriately each year. He said we could take out all of the money and spend it on the Library and education needs.

The committee was told by Mr. Milone that the town attorney stated that, over time there were restrictions limiting the use of the income only. This should be revisited and guidelines developed now.

Mr. Schrumm noted there is a foundation in New Haven which could manage these funds, and an endowment could be added as well.

Mr. Jaskot said these funds were given to the Town from other boards and commissions which were managing them.

Mr. Masciana commented on there being no record of what distribution #2 was, but it is indicated by the Probate Judge that these funds could be used for Cheshire Public Schools.

It was decided that Attorney Johnson could clarify these funds, and Mr. Milone will invite him to a meeting to discuss the funds and answer questions.

VOTE The motion passed unanimously by those present.

22. ADJOURNMENT

MOTION by Mr. Ruocco; seconded by Mr. Ecke.

MOVED to adjourn the meeting at 7:00 p.m.

VOTE The motion passed unanimously by those present.

Attest:

Marilyn W. Milton, Clerk

