

**MINUTES OF THE CHESHIRE TOWN COUNCIL BUDGET COMMITTEE MEETING  
HELD ON TUESDAY, JULY 10, 2012 AT 6:30 P.M. IN ROOM 207, TOWN HALL, 84  
SOUTH MAIN STREET, CHESHIRE CT 06410**

Present

David Schrumm, Chairman; Thomas Ruocco and Michael Ecke  
Town Manager Michael A. Milone; Finance Director James Jaskot; Arnett Talbot, Exec.  
Asst. to Town Manager; Ramone Burkee, Library Director; Vincent Masciana, 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. Peck and Tompkins Fund.

A draft resolution was submitted for committee review and discussion. Mr. Schrumm  
said the question is what is to be done with these funds.

Mr. Jaskot stated that the town attorney has advised that the Town cannot do what it  
has been doing with these funds, and they are gifts not endowments.

In the statute there is a listing of where money can be put, and Mr. Schrumm said there  
is the possibility of changing the law. He commented on removal of restrictions and  
withdrawal of the money on a day certain. The fund has been treated as an endowment  
fund without being an endowment fund. 4% is the general rule for endowments now,  
and at the present time we are not getting 4% interest. All the questions on the funds  
will be resolved and things made cleaner.

Mr. Masciana noted that the BOE average annual income is a \$15,000 withdrawal, and  
in some years it has been \$30,000.

There was a brief discussion on wording eliminated from the draft  
resolution...*"WHEREAS the Town has historically limited withdrawals from the Fund to  
the income earned by the Fund..."* Mr. Masciana said this could read "...*"WHEREAS  
the Town has historically limited withdrawals from the Fund."* He said the 4% permits  
the Superintendent to make an annual withdrawal up to the lesser of \$50,000.

Mr. Ecke sees nothing wrong with an annual review of the funds and the Council saying  
yes or no to the amount being requested.

Mr. Milone stated that the town attorney concluded that this is a gift account and  
requires an appropriation from the Council, and this is based on the review of the last 30  
years of history on the funds.

According to Mr. Masciana the BOE provides a list of where the money from the funds is used.

The Town Manager's office will fill in the blank areas on the draft resolution and forward to the Council.

Ms. Burkee said the Library also provides a list. She asked about not taking a withdrawal in one year, and the possibility of taking 8% the next year.

In response, Mr. Schrumm said the money stays in corpus, grows, and 4% of the value could be larger the next year. But, the Library cannot ask for 8% withdrawal if it skips a year.

#### 4. Synthetic Turf Field Replacement Fund.

The committee reviewed the draft resolution submitted by Mr. Masciana.

Mr. Schrumm commented on this being a revenue account rather than a gift account, and he questioned the difference.

Mr. Milone said he picked a special revenue fund because the money is used for one specific purpose.

An example of such a fund was cited by Mr. Jaskot, who noted that the Senior Center bus fund raises money for purchase of new buses.

Mr. Schrumm stated that use of the funds would have to be approved by the Council as replacement of the field is a capital item. The Council does not care where the money comes from as it goes into the account.

The committee was told by Mr. Masciana that the money would be transferred once or twice during the year to the special revenue fund.

There was a discussion on private organizations using the turf field with a fee charged, and how much money has been collected. Mr. Masciana informed the committee that the accounting is done on the school side with a built in process used for many years, which is being followed. \$1,000 has been raised by the fees for the use of the turf field since November 2011. There is a schedule of fees charged which he will provide to the Council. The fees go into the student activity account at the high school. The parking fees and ticket sales money go into this account as well. There will be a surcharge on football ticket sales and this money will go into the special revenue account by transfer.

Mr. Masciana said the intent is to deposit the money into the student activity account, and send it over to the Town when funds have accumulated. This is consistent with the request made at the time the field was built. The Turf Committee is a viable entity, 501 (c)3 group, and money it raises will go into its own account for the betterment of the field.

Mr. Schrumm requested information on what has been billed and received for the use of the field, the groups using the field, and the schedule of fees.

5. Library Fundraising Committee

Ms. Burkee distributed information on the modification to the ordinance language which would enable Library Board members to fundraise. At this time board members do not think they can fundraise, and they want the town attorney to provide, in writing, that they can participate in fundraising. The Friends of the Library is the recipient of any funds raised. If there is no need to change the ordinance, Ms. Burkee will inform the board members that it is okay for them to fundraise.

According to Mr. Milone the problem is that the board members do not have the power under the ordinance to fundraise, and they want to clarify this fact. Town Attorney Johnson has stated that the ordinance can be modified to extend this authority to the Board. Mr. Milone said the gifts go directly to the Library or the Town, and the question is the conduit, with board members uncomfortable acting as fundraisers.

If there is no need to change the ordinance, Ms. Burkee said she would inform the board members that it is okay to fundraise.

The town attorney has stated that the language should be changed to make it more specific as to what board members can do, and Mr. Milone said this would identify fundraising as a responsibility or expectation of board members. The board members are members of the Friends of the Library and wear two hats.

Mr. Schrumm wants to make sure no other boards or commissions are authorized to go out and raise money. If money is raised it goes to the Town and is appropriate as a gift.

Ms. Burkee advised that the Friends of the Library raise money each year and purchase furniture, supplies, books, etc. for the library. The Friends raise about \$40,000 annually.

The town attorney will draft a modification to the ordinance which will be submitted to the Council.

6. Acceptance and appropriation of a \$100 donation from the Temple Lodge 16 AF AM to the Park Gift Account for a park improvements project.
7. Acceptance and appropriation of a \$4,350 donation from Mary Ann Gale To the Parks Gift Account for three memorial benches.
8. Acceptance and appropriation of a \$300 donation from Diana Parmenter to The Parks Gift Account for a memorial tree.
9. Acceptance and appropriation of a \$40 anonymous cash donation to the Human Services Gift Account for residents in need.

10. Acceptance and appropriation of an aggregate of \$4,851.40 from the State of Connecticut Office of the State Comptroller to the Police Seizures Grant Account.
11. Acceptance and appropriation of a \$600 donation from the Cheshire Police Benevolent Association to the Police Gift Account for the purchase of cell phones for police personnel.
12. Acceptance and appropriation of a \$3,260 grant disbursement from the State Department of Education Youth Services Bureau Enhancement Grant for positive youth development programs.
13. Acceptance and appropriation of a \$3,000 Connecticut Community Foundation Grant for the Therapeutic Recreation Summer Camps.
14. Acceptance and appropriation of a \$20 donation from CL&P for the Cheshire Fuel bank.
15. Acceptance and appropriation of a \$100 donation from the Cheshire Chamber Of Commerce to the Library Gift Account for library materials, furniture and computers.
16. Acceptance and appropriation of a \$50 donation from the Cheshire Lions Club To the Library Gift Account for library materials, furniture and computers.
17. Acceptance and appropriation of a \$50 donation from Paul and Margaret Fleet In memory of Stanley Siesicki to the Library Gift Account for library materials, furniture and computers.
18. Acceptance and appropriation of an \$800 donation from the Cheshire Rotary Club Charitable Foundation to the Library Gift Account for library materials, furniture and computers.
19. Acceptance and appropriation of a \$50 donation from the Cheshire Lions Club To the Parks Gift Account for general purposes.
20. Acceptance and appropriation of aggregate donations totaling \$451 in memory Of Beth Tenenbaum to the Parks Gift Account for a memorial bench.
21. Acceptance and appropriation of, and authorization to execute contract for a \$6,500 Connecticut State Library Historic Documents Preservation Grant.

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

MOVED to accept agenda items #6 through #21 and forward to the full Town Council for approval.

VOTE The motion passed unanimously by those present.

22. Authorizaton to apply for a PEGPETIA grant for video and broadcasting Equipment.

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

MOVED to accept agenda item #22 and forward to the full Town Council for approval.

Discussion

Ms. Talbot explained that this grant would be used for new broadcasting equipment for the Council Chambers, and the grant comes through the DPUC. She is working with representatives from Cox Communications, school administration, Apex Technology on the purchase of the equipment. The grant submission requires information on cost estimates from vendors. The time line for this grant is July 31<sup>st</sup>. Ms. Talbot noted that the grant funds would be used to enhance the broadcast capabilities of Channel 14, remote access, better graphics and getting information to the public.

VOTE The motion passed unanimously by those present.

23. Supplemental appropriation of \$112,100 for Capital Planning for the Linear Park Design.

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

MOVED to accept agenda item #23 and forward to the full Town Council for approval.

Discussion

Mr. Schrumm stated that the cost of the project is \$312,100; there is a \$250,000 grant; and the Town's portion of the cost is \$62,100.

In order to sign the contract, Mr. Milone said the Council must approve the gross amount.

VOTE The motion passed unanimously by those present.

24. Award of cleaning contract.

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

MOVED to accept agenda item #24 and forward to the full Town Council for approval.

Discussion

Mr. Milone explained that the contract is being awarded to the 2<sup>nd</sup> lowest bidder as the Town has more confidence in this vendor who is the incumbent cleaning service. The

lowest bidder had the service contract in the past, and was terminated for not meeting the terms of the contract. The town attorney has reviewed the contract. And, there is no conflict of interest with this company.

VOTE The motion passed unanimously by those present.

25. ADJOURNMENT

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

MOVED to adjourn the meeting at 7:28 p.m.

VOTE The motion passed unanimously by those present.

Attest:

---

Marilyn W. Milton, Clerk