

**MINUTES OF THE CHESHIRE TOWN COUNCL BUDGET COMMITTEE MEETING
HELD ON TUESDAY, AUGUST 8, 2017 AT 6:30 P.M. IN ROOM 207, TOWN HALL,
84 SOUTH MAIN STREET, CHESHIRE CT 06410**

Present

Timothy Slocum, Chairman; Michael Ecke and Sylvia Nichols
Council Members Robert J. Oris Jr., Paul Bowman and Jeffrey Falk
Staff: Michael A. Milone, Town Manager; Finance Director James Jaskot

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 \$25 in memory of Betty King from Margaret D. Golden to the Human Services Gift Account for the Senior Center.
4. Acceptance and appropriation of \$50 in memory of Betty King from Dr. Lawrence Erwich, D.M.D. and staff to the Human Services Gift Account for the Senior Center.
5. Acceptance and appropriation of \$25 in memory of Betty King from Mr. And Mrs. Ronald McReavy to the Human Services Gift Account for the Senior Center.
6. Acceptance and appropriation of \$100 in memory of Betty King from Town Hal Staff to the Human Services Gift Account for the Senior Center.
7. Acceptance and appropriation of \$200 from Mary and Eric Hyson to the Human Services Gift Account for the Senior Center.
8. Acceptance and appropriation of \$50 from the proceeds of the Senior Center Book sale to the Human Services Gift Account for the Senior Center.
9. Acceptance and appropriation of a \$100 donation from Olena Groghegan To the Library Gift Account for the purchase of Library materials, furniture And computers.
10. Acceptance and appropriation of a \$100 donation from Christopher Backes In memory of Marilyn Gaudet to the Library Gift Account for the purchase of Library materials, furniture and computers.
11. Acceptance and appropriation of a \$30 donation from Robert and Anne Marie Hintzen in memory of Marilyn Gaudet to the Library Gift Account for the purchase of Library materials, furniture and computers.

12. Appropriation of \$3,207.81 from the Julia Tompkins Trust to the Library Gift Account for the purchase of Library materials, furniture and computers.
13. Acceptance and appropriation of an 80% matching grant from the Connecticut Department of Transportation for the purchase of a wheelchair accessible vehicle for seniors and the disabled.
14. Authorization to apply for the State of Connecticut Department of Education Youth Service Bureau Grant and Enhancement Funds.
15. Acceptance and appropriation of \$21,000 in auction proceeds for Public Works vehicles and equipment to the Capital Asset Proceeds Account for maintenance or purchases for the Town fleet.

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

MOVED to accept items #3 through #15 and forward to the full Town Council for approval.

Discussion

Mr. Milone informed the committee that the Public Works Department did not use the auctioned vehicle in many years, and received a good amount of money for it at auction.

VOTE The motion passed unanimously by those present.

16. Approval of FY 16-17 General Operating Budget transfers and allocations.

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

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

Discussion

The transfers this year total \$108,600, and Mr. Milone noted the average transfer amount has been \$267,000 for the last five years.

Mr. Milone and Mr. Jaskot reviewed the budgetary transfers for FY ended 6/30/17.

Town Council - \$800; secretarial services

Town Manager - \$9,200; reclassification of position for Arnett Talbot to Assistant Town Manager; and, 2.5% raise for Town Manager that was never budgeted.

Town Attorney - \$16,000; major legal expenses for Dept. of Correction lawsuit \$37,000; Planning and Zoning Commission lawsuit \$33,000; Chapman property closing and

remediation \$32,000; Charter Revision Commission \$41,500; Building related issues \$12,000 (evictions, condemnations, occupancy issues); Employee Benefits \$39,000 (consulting fees, legal and actuarial).

Civil Preparedness (AED units & supplies) \$6,500; one AED unit in every town park (some parks have two units); Chief Casner found unused new AED units; cost was charged to Civil Preparedness.

Cheshire Fire Department \$25,000; equipment account was \$35,000 over budget due to more rigorous protocols for equipment inspections; CFD Fire Marshal department had \$11,000 cost for temporary, part-time account for inspectors (volunteer firefighters) to catch up with long overdue inspections and investigations; department is almost caught up with these inspections/investigations.

Fine Arts Department \$12,000; there was a greater interest than expected for art programs and expenses; collaboration with the Cheshire Library has helped both departments; Fine Arts spent \$12,000 for program assistants, and generated \$30,000 additional revenue with these expanded programs.

VOTE The motion passed unanimously by those present.

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

MOVED to approve the allocation for the Community Pool Budget.

Discussion

Mr. Milone reported that the Community Pool expenditures were under budget by \$33,000. The head lifeguard position was vacant twice during the year; the temporary part-time budget was 10% less than budgeted; savings of \$23,000 in part-time staff. Electric costs were +\$20,00; gas costs were (\$21,000) less than expected; this is the first year of a full pool operation; there are some variations in expenditures and revenue was not as high as expected. Ms. Adams built in \$50,000 for swim meet revenue, but due to lack of adequate seating (new bleachers) this income was not realized. The pool did generate \$575,000 in user fee revenue, and this is the highest revenue since 2008 when it was \$536,000. The facility is on the right track; Ms. Adams is working on getting sponsorships.

Mr. Jaskot stated that the revenue short run was expected; the fund balance is expected to contribute \$18,000 this year. The Council is being requested to transfer from the general fund to increase the revenue to cover this year.

Fund Balance Analysis – Mr. Jaskot reviewed the information with the committee; there is a shortfall of \$45,000 on the revenue side; tax collections were excellent at 99.78%; projected surplus is \$370,000 more than April 2017 projection of \$846,834; Education grants +\$25,000; CIRMA dividend check \$50,000.

Projected unassigned fund balance July 1, 2017 - \$10,057,145 or 9.44% of General Fund Expenditures.

VOTE The motion passed unanimously by those present.

17. Appropriation of \$28,800 from the Peck-Jones Fund for the purchase of Chromebooks and storage carts.

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

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

Discussion

Mr. Milone explained that only 4% of the value of the fund can be used each year, and the \$28,800 is exactly 4% of the fund value.

VOTE The motion passed unanimously by those present.

18. Approval of multi-year contract with PBIRx for prescription coverage.

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

MOVED to accept item #18 and forward to the full Town Council for approval.

Discussion

Mr. Milone informed the committee that the benefits consultant recommends this prescription program, a 3-year commitment, due to the volatility of the pharmaceutical environment.

VOTE The motion passed unanimously by those present.

19. Revision to police extra duty vehicle policy.

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

MOVED to accept item #18 and forward to the full Town Council for approval.

Discussion

Mr. Milone informed the committee that the City of Naugatuck has requested a Cheshire police cruiser with a Cheshire police officer for extra duty jobs. The Council did not approve a cruiser with an officer in its prior approval. The matter went to the Ordinance Review Committee, which referred it to the full Town Council for approval. The policy can be modified at this time to include a cruiser, and an ordinance in place within three

months. The approval of a cruiser with an officer can generate \$10,000 to \$15,000 revenue. There are no additional liability issues.

VOTE The motion passed unanimously by those present.

20. ADJOURNMENT

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

MOVED to adjourn the meeting at 6:55 p.m.

VOTE The motion passed unanimously by those present.

Attest:

Marilyn W. Milton, Clerk