

**BOARD OF FINANCE
TOWN OFFICE BUILDING
40 OLD FARMS ROAD
WILLINGTON, CT 06279**

BUDGET MEETING MINUTES

Thursday, March 22, 2018

**Minutes are not official until approved at the next regular meeting*

Members Present:

Jim Bulick, Chairman
Mike Makuch, Vice-Chair
Randy Belair, Secretary
Barry Wallett
Peter Tanaka
Laurie Semprebon
Fred Schoen – Alternate
Bill Rankin – Alternate

Also Present: Donna Latinsics, Business Manager; Tish Ignatowicz, Treasurer; Erika Wiecewski, First Selectwoman; John Blessington, Selectman; Registrars, Christine Psathas & Suzanne Chapman; Michelle Doucette Cunningham, Chairman BOE; Jacqueline Jacoby, Interim Superintendent; members of the BOE; members of the public.

Chairman Jim Bulick called the meeting to order at 7:00 pm. <https://youtube.com/watch?v=xxCwh5qlr8g>

SEATING OF ALTERNATES – not needed

APPROVAL OF MINUTES

3/08/2018 Budget Meeting Minutes

Laurie Semprebon **motioned** to approve the March 08, 2018 Budget Meeting Minutes as amended, Mike Makuch seconded. All were in favor, **motion carried**.

Under Present to speak, add: Chiara Bambara, 49 Clover Springs Dr, read an email from Doug Melody, Director of Guidance at EO Smith. “There really isn’t a significant difference among the districts with regard to student performance and achievement. Rather, student performance across the spectrum mirror proportional percentages that each town represents in the total mix of students at EOSHS. So, in the case of Willington, the approximately 19% of the town contributes to total enrollment is spread proportionately across achievement levels. This is the case with the other towns as well. Achievement is really indistinguishable by town.”

Page 2, under BOE Budget Discussions:

Change bullet # 3 to: Feasibility of having 2 Principals, 1 being part time (50% Superintendent).

Change bullet #7 to: Budget Increase closer to 2% than 3%

Change bullet #8 to: Per pupil cost of \$19,800

Change bullet #9 to: The need to look at other Town’s budgets with lower per pupil costs

Change bullet #10 to: Regionalizing options

Page 3, under CIP: should read - "The request for the 2018/2019 Fiscal Year is for \$544,160."
And comment added - "The Board thanked Stuart and the CIP committee for their work in developing a fiscally responsible spending and funding plan."

Page 3, Under Revenue Review: Change 2nd sentence to: "The grand list is expected to be slightly positive at +0.23% over last year after an expected correction is made to the Button Hill property assessment."

Under Old Business, 2nd paragraph, change to: "Investigation to determine if the Teacher Retirement Benefit (TRB) collected will be part of the Minimum Budget Requirement (MBR) calculation – Jim confirmed that it does effect the MBR calculation. Dr. Jacoby will follow up and request an appeal."

3/15/2018 Budget Meeting Minutes

Peter Tanaka **motioned** to approve the March 15, 2018 budget meeting minutes as amended, Randy Belair seconded. All were in favor, **motion carried**.

Page 2, under BOE Budget Review 1st line, put in quotes, 'uncomfortable question' and add: received correspondence from Dr. Jacoby answering his question: the position is at the top step \$83,182 plus benefits to \$100,000.

Page 2, under BOE Budget Review, Laurie Semprebon, last line, should read: We need to get a superintendent to get things going forward to save going down the line, such as evaluating the school facility option.

Page 3, under Selectman's budget, 2nd paragraph should be: Chairman Bulick mentioned the Account Analysts position.

PRESENT TO SPEAK – no one

NEW BUSINESS

Budget Approvals

Chairman Bulick went down the list of budget requests. The General Fund Balance needs to stay within the 8 – 12% of total expenses per Board of Finance policy. Discussion followed regarding the size of the fund balance needed given the financial risks and revenue uncertainty facing the town. Board members agreed that it should be on the higher side of the range. The board discussed taxation. Many felt it was inappropriate to ask for a tax increase given we requested an 8.5% tax increase from Willington residents last year.

The process we will follow tonight will be to 1) Review budget requests and make adjustments where we can, 2) Adjust both the application of the fund balance and the Board of Education budget to build our General Fund balance and keep taxes flat.

The Registrars request was discussed. The concern is with the size of the increase all at once at a time that there is uncertainty with the State. The decisions to change the request of the salary line to \$19,970.33 for a total request of \$33,402.

Jim Bulick **motioned** to increase the Board of Finance request by \$250 for future video recording meetings, Peter Tanaka seconded. Laurie Semprebon voted no, all others were in favor, **motion carried**.

Laurie Semprebon **motioned** that the Park & Rec request come in at 0%, Barry Wallett seconded. All were in favor, **motion carried**.

Board of Education

The Teacher Retirement Benefit (TRB) / Minimum Budget Requirement (MBR) relationship was discussed. Although the Board followed guidance from the Governor's office last year collecting TRB funds and putting them in the Board of Education budget, there is a possibility of a penalty if the TRB is considered part of the MBR! Dr. Jacoby gave an explanation of how this works and possible financial impact to Willington. She is reviewing this with her contacts in Hartford to see what can be done to exclude the TRB from the MBR calculation.

Barry Wallett **motioned** to reduce the Board of Education budget request by \$80,000, Peter Tanaka seconded. Vote was taken: Yes – Tanaka, Bulick, Wallett, No – Semprebon, Makuch, Belair. **Motion failed**.

Mike Makuch **motioned** to reduce the Board of Education budget request by \$70,000, Randy Belair seconded. Peter Tanaka abstained. All others were in favor, **motion carried**.

Budget Appropriations

Miscellaneous Budgets

Motion to accept the budget request for 0121 Probate Court for \$3,525 was made by Laurie Semprebon and seconded by Randy Belair. All were in favor, **motion carried**.

Motion to accept the budget request for 0126 Election Officials for \$33,402 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0131 Board of Finance for \$4,118 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0132 Treasurer for \$32,539 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0133 Auditor for \$34,000 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0135 Board of Assessment Appeals for \$1,326 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0161 Conservation Commission for \$1,500 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0171 Planning and Zoning for \$129,262 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0172 Zoning Board of Appeals for \$4,715 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0175 Economic Development for \$5,500 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0176 Inland/Wetlands for \$2,000 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Emergency Services

Motion to accept the budget request for 0221 Ambulance Grant for \$470,742 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0231 Fire Marshal for \$24,658 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0232 Fire Protection for \$248,719 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0234 Emergency Mgmt Director for \$6,000 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

To/From Other Fund

Motion to accept the budget request for 0512 Recreation Commission for \$58,245 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0517 Library for \$180,069 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Board of Selectmen

Motion to accept the budget request for 0111 Selectmen for \$154,415 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0130 Accounting Services for \$186,998 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0134 Assessor for \$94,150 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0137 Revenue Collector for \$86,715 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0141 Town Counsel for \$32,000 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0151 Town Clerk for \$100,752 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0181 Town Office Operations for \$161,558 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0182 Town Hall Operations for \$6,356 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0183 Consulting Engineers for \$20,000 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0185 Senior Center Operations for \$32,613 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0233 Public Safety & Welfare for \$31,180 by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0235 Fire Main & Hydrants for \$7,234 was made by Randy Belair and seconded by Peter Tanaka. Peter Tanaka voted no, all others were in favor, **motion carried**.

Motion to accept the budget request for 0241 Building Official for \$36,610 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0311 Public Works for \$1,112,096 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0342 Cemetery for \$2,000 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0351 Transfer Station for \$206,342 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0504 Capital Reserve for \$63,802 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0507 Housing Authority for \$2,114 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0510 Accrued Sick Days for \$25,000 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0511 Dog Fund for \$22,040 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0513 Human Services for \$48,579 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0518 Emergency Preparedness for \$0 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0811 Social Security for \$88,508 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0821 Unemployment for \$9,195 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0831 Employee Insurances for \$321,799 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0841 Pension for \$56,596 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0851 Insurances for \$84,112 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0871 Miscellaneous for \$2,500 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0910 Debt Services for \$222,220 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0930 Capital Expenditures for \$186,015 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for 0861 BOF Contingency for \$10,000 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Motion to accept the budget request for the Board of Education for \$8,301,814 was made by Randy Belair and seconded by Peter Tanaka. All were in favor, **motion carried**.

Approval Annual Report

Peter Tanaka **motioned** to approve the Annual Report, Mike Makuch seconded. All were in favor, **motion carried**.

Communication/Correspondence

Mike Makuch asked that we put this on a future agenda. We want to make sure that information gets to us in a timely manner.

OLD BUSINESS - none

CORRESPONDENCE - none

GOOD & WELFARE

Laurie Semprebon appreciated the respectful meeting and everyone working together.

ADJOURMENT

The meeting was adjourned at 9:35 p.m.

Respectfully submitted,

Debra L. Lewis

Debra L. Lewis
BOF Recording Secretary