

The **Board of Finance** held a regular meeting on Tuesday, October 15, 2013 in the Council Chambers, 3 Primrose Street, Newtown, CT. John Kortze called the meeting to order at 9:15 p.m.

PRESENT: John Kortze, Joseph Kearney, James Filan, Jr., John Godin, Carol Walsh and Harry Waterbury.

ALSO PRESENT: First Selectman E. Patricia Llodra, Finance Director Robert Tait, Park & Recreation Commission Chairman Ed Marks, no press and no public.

VOTER COMMENTS: none.

COMMUNICATIONS: none

MINUTES: Mr. Waterbury moved the minutes of the regular meeting of September 9, 2013. Mr. Godin seconded. All in favor.

FIRST SELECTMAN REPORT: First Selectman Llodra provided an update of school security (Att. A). Neither Newtown or Monroe received the COPS grant. A \$182,000 grant will be coming in, will be added to contingency and will provide for continued police at elementary schools. A visit to Enfield & North Branford to learn about the piloted school safety officer programs is on the schedule in the next month. The cost will probably exceed the \$360,000 noted on the document because the full cost of Chalk Hill School is not represented. This could be an annual cost unless we change the way we provide security in schools. Overtime is not sustainable; it is taxing to the police resources. Chalk Hill costs are covered until December 31, 2013; we are responsible from January 1, 2014 forward. Officers were only to be hired if the COPS grant was awarded. Significant costs for school safety are building; First Selectman Llodra will update the board on meetings regarding school safety officers.

FINANCE DIRECTOR REPORT: Mr. Tait reviewed Sandy Hook Revenue Fund Detail (Att. B).

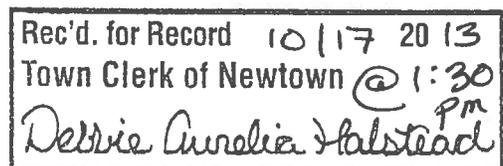
NEW BUSINESS

Discussion and possible action:

1. Discussion on age restricted homes, taxes, revaluation: reported in a separate set of minutes.
2. RESOLUTION AMENDING A RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$774,162 FOR THE DEMOLITION OF THE EXISTING PLAYGROUND AREA AND THE PLANNING, DESIGN, ACQUISITION AND CONSTRUCTION OF A NEW PLAYGROUND AREA AT DICKINSON PARK LOCATED IN THE TOWN OF NEWTOWN, CONNECTICUT AS AUTHORIZED IN THE CAPITAL IMPROVEMENT PROGRAM (2013-14 TO 2017-2018, INCLUSIVE) AND AUTHORIZING THE ISSUANCE OF \$774,162 BONDS OF THE TOWN TO MEET SAID SPECIAL APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE. (Att. C)

(Amended by increasing the amount of the appropriation therein by \$91,950 from \$774,162 to \$866,112.)

Mr. Kortze introduced and read the resolution. Mr. Kearney moved the reading of the resolution in its entirety and moved the resolution as stated above. Mr. Waterbury seconded. The town is bonding \$438,000, the project cost after donations



was \$774,162 and is now increased by \$91,950 due to additional donations specific to this project. Mr. Kearney moved an amendment to increase the amount by \$91,950. Mr. Waterbury seconded. \$438,000 remains the bonded amount. Ms. Walsh suggested using funds to support SRO's as opposed to adding more playground equipment. First Selectman Llodra stated donations made to Parks & Recreation specifically for the park project cannot be used for anything else. The \$777,162 has already been approved through the process including a Town Meeting; therefore the bonding amount cannot be reduced. This resolution is to add another \$91,950. The motion to amend to increase the amount by \$91,950 passed 5-1 (Walsh, Nay). The motion to authorize the original resolution increased by \$91,950 passed 5-1 (Walsh, Nay).

3. Resolution: Mr. Kearney moved the RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$42,998.56 TO BE FUNDED FROM THE SANDY HOOK SPECIAL REVENUE FUND "FIRST RESPONDERS" DONATIONS ACCOUNT 1-133-11-000-5800-4023 FOR THE PURPOSE OF EMERGENCY SERVICES PROGRAM EXPENDITURES. THE AMOUNT TO BE DIVIDED AMONG THE FOLLOWING FIRST RESPONDER ENTITIES: NEWTOWN POLICE \$11,913.52; NEWTOWN FIRE COMMISSION \$15,542.52; NEWTOWN VOLUNTEER AMBULANCE \$15,542.52 (Att. D). Mr. Waterbury seconded. All in favor.
4. Resolution: Mr. Kearney moved the RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$34,217 TO BE FUNDED FROM THE SANDY HOOK SPECIAL REVENUE FUND "UNDESIGNATED" DONATIONS ACCOUNT 1-133-11-000-5800-4014 FOR THE PURPOSE OF PROVIDING ADDITIONAL VIDEO SURVEILLANCE EQUIPMENT AND THE ASSOCIATED LABOR NEEDED TO MEET THE ADDITIONAL SECURITY SYSTEM REQUIREMENTS FOR HAWLEY, HEAD 'O MEADOW, REED INTERMEDIATE AND NEWTOWN MIDDLE SCHOOL THAT FELL OUTSIDE THE SCOPE OF THE WORK OF THE DONATED SOLUTION (Att. E). Mr. Waterbury seconded. All in favor.
5. Resolution: Mr. Kearney moved the RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$125,815 TO BE FUNDED FROM THE FOLLOWING SANDY HOOK SPECIAL REVENUE FUND ACCOUNTS: PARKS \$2,500; PLAYGROUND \$23,315; OTHER \$100,000 FOR THE PURPOSE OF PARTIALLYING THE DICKINSON PLAYGROUND PROJECT. THIS AMOUNT REPRESENTS AN AMOUNT ABOVE AND BEYOND THE CIP BONDING AMOUNT FOR THE PROJECT (I.E. IT DOES NOT SUPPLANT) (Att. F). Mr. Waterbury seconded. All in favor.

ADD TO AGENDA: Mr. Kearney moved to add a \$25,480 transfer from Contingency to \$23,668 Salaries & Wages – Full time and \$1,812 Security Contributions to the agenda to be discussed in executive session. Mr. Waterbury seconded. All in favor.

ANNOUNCEMENTS: none.

EXECUTIVE SESSION: Mr. Kearney moved to enter executive session to discuss personnel. Mr. Waterbury seconded. First Selectman Llodra was invited to attend. Executive session was entered into at 9:50pm and returned to regular session at 10:05pm with the following motion:

Mr. Kearney moved to transfer \$25,480 from Contingency (1-101-20-570-5899) to \$23,668 (1-101-11-205-5110-0000 Salaries & Wages – Full Time (1-101-11-205-5110-0000) & \$1,812 Security

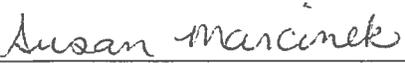
Board of Finance
October 15, 2013

Contributions (1-101-11-205-5220-0000) (Att. G). Mr. Waterbury seconded. All in favor.

ADJOURNMENT:

Having no further business, the Board of Finance adjourned their regular meeting at 10:06p.m.

Respectfully Submitted,



Susan Marcinek, Clerk

- Att. A: Town of Newtown, School Security, 2013-2014
- Att. B: Sandy Hook Special Revenue Fund Detail, 9/30/13
- Att. C: Resolution, Dickinson
- Att. D: \$42,998.56 Resolution
- Att. E: \$34,217 Resolution
- Att. F: \$125,815 Resolution
- Att. G: \$25,480 Transfer

TOWN OF NEWTOWN

SCHOOL SECURITY

2013-2014

ESTIMATED EXPENDITURES:

POLICE OVERTIME:

3 ELEMENTARY SCHOOLS (ONE OFFICER AT EACH) = \$30,000 PER MONTH X 10 MONTHS = \$300,000

1 ELEMENTARY SCHOOL (SANDY HOOK AT MONROE) ** = \$10,000 PER MONTH X 6 MONTHS = \$ 60,000

TOTAL ESTIMATED COST USING POLICE OVERTIME \$360,000

SOURCES OF REVENUE:

JAG GRANT #2 \$182,000

CONTINGENCY ACCOUNT (GENERAL FUND) \$178,000

\$360,000

Note: The above estimate assumes the use of police OT for the entire fiscal year. Currently police OT is being used.

Armed Security Officers (10 month position) (retired police officers) are an option.

** MONROE'S JAG GRANT FOR SCHOOL SECURITY ENDS ON 12/31/2013 (LEAVING SIX MORE MONTHS IN THE SCHOOL YEAR).

*** JAG GRANT #2 IS AN ADD ON TO THE FIRST JAG GRANT (\$602,000); IT REPLACED THE COPS GRANT WHICH THE TOWN DID NOT GET AWARDED. GRANT PERIOD IS BEING DETERMINED.

CONVERSATIONS, PLANS, & POSSIBILITIES RELATED TO SCHOOL SECURITY - July 30, 2013

The discussion below considers how security for the public schools located in Newtown will be provided. This does not include Sandy Hook School, for which separate and distinct plans are made.

It is important to state right at the outset that the intention and commitment made by the Town, the Police department and School District to provide armed security for our public schools remains intact. Dr. Reed, Chief Kehoe and I have met several times this summer to discuss what form that plan would take come the opening of school in September. Those discussions have led us to understand that we have three possibilities moving forward: short-term; mid-term; and long term. In the short-term, Newtown police will be assigned to the elementary schools (and as a back-up to the juvenile officer at Reed) from overtime. We will use funds from that budget account to compensate officers for the additional duty. There will be NO gap in service. This overtime approach will remain in place until we are able to implement the mid-term plan.

The mid-term plan calls for the assignment of SROs or new hires as school officers for the three Newtown-based elementary schools and the assignment of a back-up for the juvenile officer at Reed to ensure that no armed security gap exists at that school. The grant for SROs, if funded, will provide for two officers. The third position would come through an additional new hire funded by the municipal budget. We do not know yet the status of our application to fund school resource officers through the grant. We are hoping to know that answer by September. Further, we need to fully understand the future obligations taken on by the town through this grant, if funded. At the very least we do know that the grant will require the Town to maintain the two SRO positions through our local budget for at least one year after the end of the two-year grant fund. The critical concept in this approach is that the police department will be increased by three officers and the importance of ensuring the future funding necessary to add these positions to the local budget, partially offset by grant revenues.

The long-term plan includes the possibility of a new 'position', called school safety officer, to provide armed officers in our public schools. This role is just being developed in two other CT communities and the certification process is being developed through the State Police. Recently retired police officers are eligible for the school safety officer (SSO) positions. The roles, responsibilities, and scope of authority of an SSO are being developed and are expected to be released sometime soon. When the job description and certification process are complete the district safety committee and town and school representatives will conduct site visits to help evaluate how this alternative is working and ultimately make a recommendation one way or the other to the Board of Education about this option. These positions would be school-year based and not full additions to the ranks of sworn personnel of our Newtown Police Department.

Please know also that each of our schools will be served by security guards in addition to an armed officer. Again, remember that the discussion in this document relates to schools located in Newtown. The Sandy Hook School, temporarily located in Monroe, has a separate and distinct plan.

TOWN OF NEWTOWN
SANDY HOOK SPECIAL REVENUE FUND DETAIL

ACCOUNT DESIGNATION:

UNDESIGNATED				EXPENDED	UNAPPROPRIATED
RECEIPTS	#	APPROPRIATED	DESCRIPTION		
	1	50,000	SCHOOL POLICE SECURITY OVERTIME *	-	↓
	1a	(50,000)			
	2	8,400	ADD'L TRAINING & STAFF (2) - SUMMER DAY CAMP	5,011	
	3	36,677	SECURITY - SUMMER DAY CAMP	6,461	
	4	50,000	EDUCATION IT CONTRACTED SERVICES	50,000	
	5	5,000	NYA FOUNDATION CONTRIBUTION	5,000	
<u>180,519</u>		<u>100,077</u>		<u>66,472</u>	<u>80,442</u>

SCHOOL PROJECT FACILITATOR / CONSULTANT				EXPENDED	UNAPPROPRIATED
RECEIPTS	#	APPROPRIATED	DESCRIPTION		
20,000	1	20,000	NEW SANDY HOOK SCHOOL FACILITATOR	10,082	-

SANDY HOOK SCHOOL				EXPENDED	UNAPPROPRIATED
RECEIPTS	#	APPROPRIATED	DESCRIPTION		
	1	60,000	NEW SANDY HOOK SCHOOL FACILITATOR	60,000	↓
	2	65,000	PRECONSTRUCTION SERVICES FOR NEW SCHOOL **	51,691	
<u>177,217</u>		<u>125,000</u>		<u>111,691</u>	<u>52,217</u>

MENTAL HEALTH ADVISOR				EXPENDED	UNAPPROPRIATED
RECEIPTS	#	APPROPRIATED	DESCRIPTION		
50,000	1	50,000	MENTAL HEALTH ADVISOR	45,000	-

VICTORY GARDEN FENCE				EXPENDED	UNAPPROPRIATED
RECEIPTS	#	APPROPRIATED	DESCRIPTION		
9,400	1	9,400	VICTORY GARDEN FENCE	9,400	-

SCHOOLS				EXPENDED	UNAPPROPRIATED
RECEIPTS	#	APPROPRIATED	DESCRIPTION		
4,465		-		-	4,465

CHILDREN				EXPENDED	UNAPPROPRIATED
RECEIPTS	#	APPROPRIATED	DESCRIPTION		
2,995		-		-	2,995

* REIMBURSED BY GRANT

** TO BE REIMBURSED BY SCHOOL PROJECT

ACCOUNT DESIGNATION:

PARKS				<u>EXPENDED</u>	<u>UNAPPROPRIATED</u>
<u>RECEIPTS</u>	<u>#</u>	<u>APPROPRIATED</u>	<u>DESCRIPTION</u>		
2,500		-		-	2,500
PLAYGROUND				<u>EXPENDED</u>	<u>UNAPPROPRIATED</u>
<u>RECEIPTS</u>	<u>#</u>	<u>APPROPRIATED</u>	<u>DESCRIPTION</u>		
23,515		-		-	23,515
MEMORIAL				<u>EXPENDED</u>	<u>UNAPPROPRIATED</u>
<u>RECEIPTS</u>	<u>#</u>	<u>APPROPRIATED</u>	<u>DESCRIPTION</u>		
15,256		-		-	15,256
POLICE				<u>EXPENDED</u>	<u>UNAPPROPRIATED</u>
<u>RECEIPTS</u>	<u>#</u>	<u>APPROPRIATED</u>	<u>DESCRIPTION</u>		
20,371	1	20,371	POLICE PROTECTIVE VESTS	-	-
FIRE				<u>EXPENDED</u>	<u>UNAPPROPRIATED</u>
<u>RECEIPTS</u>	<u>#</u>	<u>APPROPRIATED</u>	<u>DESCRIPTION</u>		
235		-		-	235
FIRST RESPONDERS				<u>EXPENDED</u>	<u>UNAPPROPRIATED</u>
<u>RECEIPTS</u>	<u>#</u>	<u>APPROPRIATED</u>	<u>DESCRIPTION</u>		
46,628	1	3,629	POLICE PROTECTIVE VESTS	-	42,999
SANDY HOOK MEMORIAL SIDEWALK				<u>EXPENDED</u>	<u>UNAPPROPRIATED</u>
<u>RECEIPTS</u>	<u>#</u>	<u>APPROPRIATED</u>	<u>DESCRIPTION</u>		
14,973		-		-	14,973
OTHER				<u>EXPENDED</u>	<u>UNAPPROPRIATED</u>
<u>RECEIPTS</u>	<u>#</u>	<u>APPROPRIATED</u>	<u>DESCRIPTION</u>		
231,575	1	22,749	OTHER ITEMS (ITEMIZED IN LOG BOOK) (Includes \$100,000 for Dickinson Playground Project)	20,216	208,826
GRAND TOTALS				<u>EXPENDED</u>	<u>UNAPPROPRIATED</u>
<u>RECEIPTS</u>	<u>#</u>	<u>APPROPRIATED</u>	<u>DESCRIPTION</u>		
<u>799,649</u>		<u>351,226</u>		<u>262,861</u>	<u>448,423</u>

UNAPPROPRIATED = RECEIPTS - APPROPRIATED

* REIMBURSED BY GRANT

** TO BE REIMBURSED BY SCHOOL PROJECT

A RESOLUTION AMENDING A RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$774,162 FOR THE DEMOLITION OF THE EXISTING PLAYGROUND AREA AND THE PLANNING, DESIGN, ACQUISITION AND CONSTRUCTION OF A NEW PLAYGROUND AREA AT DICKINSON PARK LOCATED IN THE TOWN OF NEWTOWN, CONNECTICUT AS AUTHORIZED IN THE CAPITAL IMPROVEMENT PROGRAM (2013-14 TO 2017-2018, INCLUSIVE) AND AUTHORIZING THE ISSUANCE OF \$774,162 BONDS OF THE TOWN TO MEET SAID SPECIAL APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

RESOLVED:

Section 1. Section 1 of the resolution entitled "Resolution Providing For A Special Appropriation In The Amount Of \$774,162 For The Demolition Of The Existing Playground Area And The Planning, Design, Acquisition And Construction Of A New Playground Area At Dickinson Park Located In The Town Of Newtown, Connecticut As Authorized In The Capital Improvement Program (2013-14 To 2017-2018, Inclusive) And Authorizing The Issuance Of \$774,162 Bonds Of The Town To Meet Said Special Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose", approved at a [Town Meeting held August 16, 2013], (the "Resolution") is hereby amended by increasing the amount of the appropriation therein by \$91,950 from \$774,162 to \$866,112, thereby making said Section read as follows:

'Section 1. The sum of \$866,112 is a special appropriation made pursuant to Chapter 6, Section 6-30 (a), (b) and (c) of the Town Charter of the Town of Newtown (the "Town") for the demolition of the existing playground area and the planning, design, acquisition and construction of a new playground area at Dickinson Park, as authorized in the Capital Improvement Program (2013-14 to 2017-18, inclusive), and for administrative, financing, legal and costs of issuance related thereto (collectively, the "Project"), said appropriation to be inclusive of any and all State and Federal grants-in-aid and other third party sources of funds thereof.'

Section 2. The first sentence of Section 2 of the Resolution is hereby amended by increasing the amount of the bond authorization therein by \$91,950 from \$774,162 to \$866,112, thereby making said sentence read as follows:

'Section 2. To meet said appropriation, \$866,112 bonds of the Town, or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the maximum maturity permitted by the General Statutes of the State of Connecticut, as amended from time to time (the "Connecticut General Statutes").'

Section 3. Section 5 of the Resolution shall be applicable to the appropriation and bond authorization added by this amendment, as of the date of the adoption of such amendment.

Excerpt for Minutes of Board of Finance Meeting
held Tuesday, October 15, 2013

A meeting of the Board of Finance of the Town of Newtown was held in the Lecture Hall at the Newtown High School on October 15, 2013, at 7:00pm.

Members present and absent were as follows:

<u>Present</u>	<u>Absent</u>
John Kortze	
Joseph Kearney	
James Filan, Jr.	
John Godin	
Carol Walsh	
Harrison Waterbury	

Mr. Kortze introduced and read the following resolution:

RESOLVED: That the resolution entitled "A Resolution Amending A Resolution Providing For A Special Appropriation In The Amount Of \$774,162 For The Demolition Of The Existing Playground Area And The Planning, Design, Acquisition And Construction Of A New Playground Area At Dickinson Park Located In The Town Of Newtown, Connecticut As Authorized In The Capital Improvement Program (2013-14 To 2017-2018, Inclusive) And Authorizing The Issuance Of \$774,162 Bonds Of The Town To Meet Said Special Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose", a copy of which is attached hereto, is hereby adopted and recommended to the Legislative Council for consideration and action, said special appropriation was requested in letters dated July 17, 2013 and Sept. 13, 2013 from Amy E. W. Mangold, Director, Parks and Recreation Department, copies of which are attached hereto, in accordance with Chapter 6, Section 6-30 (a), (b) & (c) of the Town Charter.

Mr. Kearney that said resolution be adopted as introduced and read and the motion was seconded by Mr. Waterbury seconded. Upon roll call vote the ayes and nays were as follows:

<u>AYES</u>	<u>NAYS</u>
Kortze	Walsh
Kearney	
Filan, Jr.	
Godin	
Waterbury	

Mr. Kortze thereupon declared the motion carried and the resolution adopted.

* * *

- A RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$42,998.56 TO BE FUNDED FROM THE SANDY HOOK SPECIAL REVENUE FUND "FIRST RESPONDERS" DONATIONS ACCOUNT 1-133-11-000-5800-4023 FOR THE PURPOSE OF EMERGENCY SERVICES PROGRAM EXPENDITURES. THE AMOUNT TO BE DIVIDED AMONG THE FOLLOWING FIRST RESPONDER ENTITIES:

- NEWTOWN POLICE DEPARTMENT \$11,913.52
- NEWTOWN FIRE COMMISSION \$15,542.52
- NEWTOWN VOLUNTEER AMBULANCE CORPS \$15,542.52

- A RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$34,217 TO BE FUNDED FROM THE SANDY HOOK SPECIAL REVENUE FUND "UNDESIGNATED" DONATIONS ACCOUNT 1-133-11-000-5800-4014 FOR THE PURPOSE OF PROVIDING ADDITIONAL VIDEO SURVEILLANCE EQUIPMENT AND THE ASSOCIATED LABOR NEEDED TO MEET THE ADDITIONAL SECURITY SYSTEM REQUIREMENTS FOR HAWLEY, HEAD O'MEADOW, REED INTERMEDIATE AND NEWTOWN MIDDLE SCHOOL THAT FELL OUTSIDE THE SCOPE OF WORK OF THE DONATED SOLUTION.

**NEWTOWN PUBLIC SCHOOLS
BUSINESS OFFICE**

MEMORANDUM

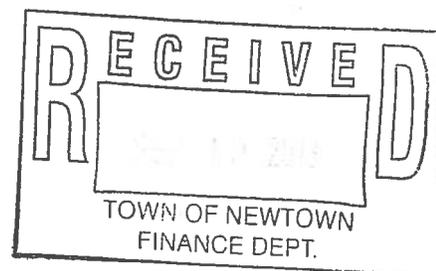
DATE: September 18, 2013
TO: Bob Tait, Finance Director
FROM: Ron Bienkowski, Director of Business 
SUBJECT: Board of Education Approval from Special Revenue Fund

On September 17, 2013 the Board of Education approved the request of \$34,217 from the Special Revenue fund – Undesignated account #1-133-11-000-5800-4014 for the purpose of providing additional video surveillance equipment and the associated labor needed to meet the additional security system requirements for Hawley, Head O'Meadow, Reed Intermediate and Newtown Middle School that fell outside the scope of work of the donated solution. In addition to this amount, \$9,074 of funding for this purpose will be provided by the Hawley fund.

Please forward this action onto the next step in the process.

Thank you.

cc: John Reed, Interim Superintendent



- A RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$125,815 TO BE FUNDED FROM THE FOLLOWING SANDY HOOK SPECIAL REVENUE FUND ACCOUNTS:

○ 2-133-05-000-4550-4018	"PARKS"	\$2,500
○ 2-133-05-000-4550-4024	"PLAYGROUND"	\$23,315
○ 2-133-05-000-4550-4024	"OTHER"	\$100,000**

FOR THE PURPOSE OF PARTIALLY FUNDING THE DICKINSON PLAYGROUND PROJECT. THIS AMOUNT REPRESENTS AN AMOUNT ABOVE AND BEYOND THE CIP BONDING AMOUNT FOR THE PROJECT (I.E. IT DOES NOT SUPPLANT).

** A donation of \$100,000 for the Dickinson Playground project was entered into the "other" account

