

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE LEGISLATIVE COUNCIL

The Legislative Council held their regular meeting on Wednesday, September 18, 2013 in the Council Chambers at the Municipal Center, 3 Primrose Street, Newtown, CT. Chairman Jeff Capeci called the meeting to order at 7:30pm.

**Present:** Robert Merola, Mary Ann Jacob, Daniel Honan, Neil Chaudhary, Dan Wiedemann, Jeff Capeci, Ryan Knapp, Daniel Amaral, Joseph Girgasky, Paul Lundquist

**Absent:** George Ferguson, Phil Carrol

**Also Present:** First Selectman Pat Llodra, Finance Director Bob Tait, Jan Andras, Chairman of the Board of Fire Commissioners Rob Manna, Mike Burton, two member of the press

Mr. Capeci announced that Jan Andras, who was the clerk for the Legislative Council is moving out Newtown. She has been a public servant for the past 28 years and will be missed by many. She was given a proclamation from the Board of Selectman which Mr. Capeci read.

*Voter Comment:* None

*Minutes from the Regular Meeting of September 4, 2013:* Ms. Jacob moved to approve the minutes from the regular of 9/4/13, Mr. Chaudhary seconded. Motion unanimously approved

*Communications:* John Kortze communicated in regards to seniors forming a group about taxation. 55+ living residents have been adversely affected by the revaluation. They saw a larger tax increase than most of Newtown. Mr. Kortze has been speaking with them and offered for them to come to the October 15<sup>th</sup> Board of Finance meeting and is inviting the Legislative Council to attend that as well. Ms. Jacob and Mr. Merola encouraged members to attend BOF meeting.

*Committee Reports:* none

*First Selectman's Report:* Mrs. Llodra shared the latest profile (attachment A). She also requested the Legislative Council to have a special meeting for a single purpose. According to statute, in order for her office to publish information relative to the upcoming referendum, she needs action of the legislative body to authorize that to take place. The meeting will be held next Wednesday the 25<sup>th</sup> at 7pm.

OLD BUSINESS

Ms. Jacob moved to transfer \$100,000 from various accounts to 01320 2012 Fire Company Grants (attachment B), Mr. Merola seconded. Rob Manna and Mike Burton spoke about the transfer. Mike Burton explained that for the last four years they have had a flat budget. There are projects that are too big for the operating budget but too small for the CIP. This is a good

opportunity to help the departments out for projects that have been requested in the past.  
Motion unanimously accepted.

Ms. Jacob moved to approve the Board of Fire Commissioners year-end re-appropriations per attachment C. Mr. Merola seconded, motion unanimously accepted.

#### NEW BUSINESS

Ms. Jacob moved to approve a resolution providing for a special appropriation in the amount of \$120,000 to be funded by a Sewer/Water service charge to various General Fund Accounts (Attachment D). Mr. Merola seconded. Mr. Tait explained that this is an accounting change. The general fund supplies services for the enterprise fund. In the past they were charged as pieces by an employee's salary. The best way is to keep the salaries in tact is to charge the WSA for the services. Motion unanimously accepted.

Ms. Jacob moved to approve a resolution providing for a special appropriation in the amount of \$50,000 to be funded from the Sandy Hook Special Revenue Fund "Undesignated" account for the purpose of Information Technology Contracted Services. Mr. Lundquist seconded. Motion unanimously accepted.(Attachment E)

Voter Comment: None

Announcements: None

Having no further business, the meeting was adjourned at 8:03pm

Respectfully Submitted,  
Arlene Miles, Clerk

#### Attachments:

Attachment A – Fire Commission Transfer

Attachment B – Fire Commission Re-appropriation

Attachment C – Appropriation from WSA to General Fund

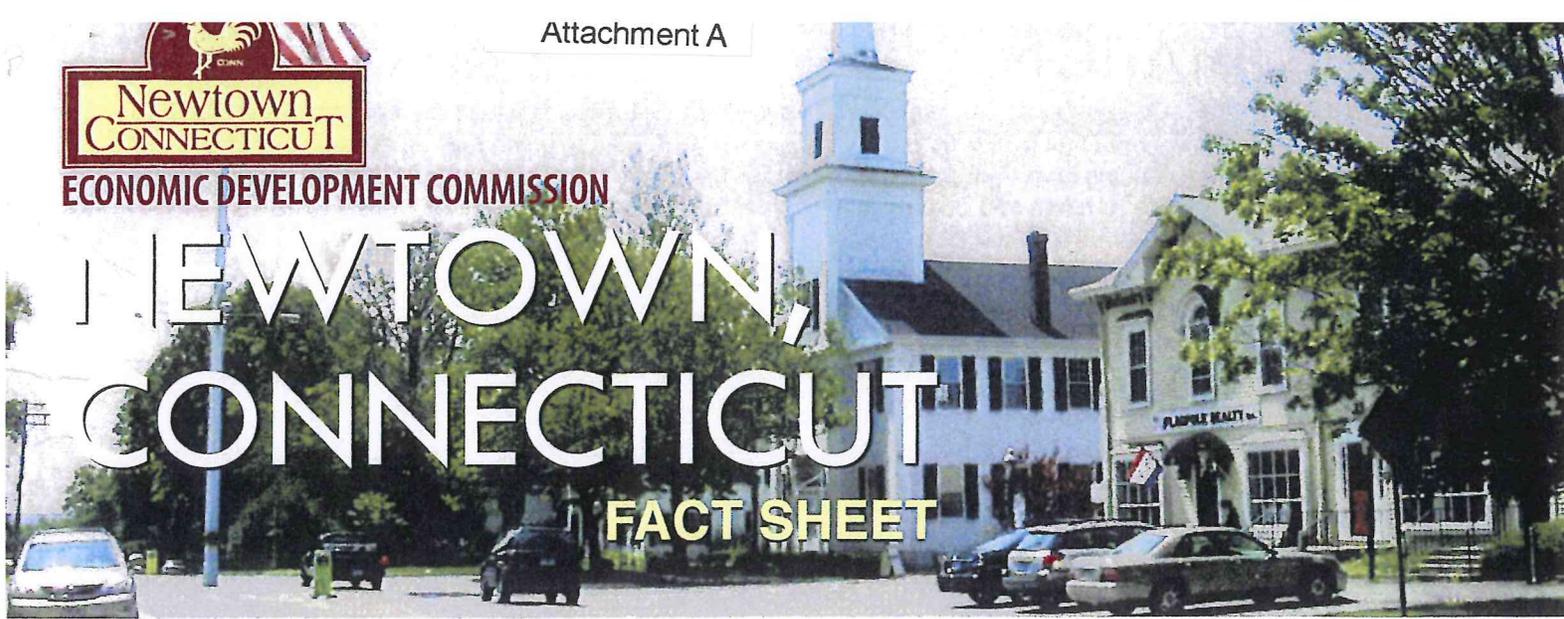
Attachment D – Appropriation from Sandy Hook Special Revenue Fund for IT contracted services



ECONOMIC DEVELOPMENT COMMISSION

# NEWTOWN, CONNECTICUT

## FACT SHEET

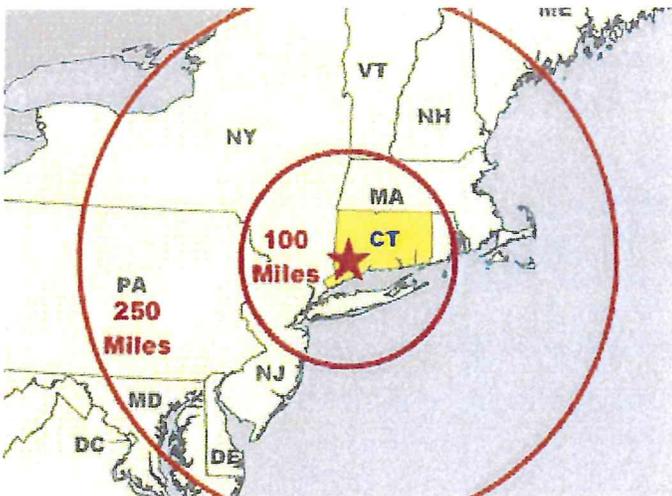


## LIVE. WORK. GROW.

Newtown, in the heartland of western Connecticut, offers diverse options for your organization whether it is a global operation or local in nature. Newtown has major advantages over other towns and cities for several reasons:

- Convenient transit options for commuting, air travel and freight
- Competitive cost of business and attractive incentives
- Located in one of the most productive labor markets in Connecticut
- Yale and four other Universities nearby offering research facilities
- Diverse recreation, sports and leisure activities
- Cultural venues abundant locally and regionally
- Several major banking facilities and financial services
- Classic New England charm with the sophistication and amenities of metropolitan suburbs
- Seven large medical centers and extensive health care services
- Visit [www.newtown-ct.gov](http://www.newtown-ct.gov) to learn more

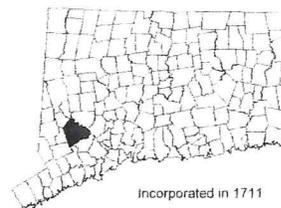
## LOCATION



Newtown's proximity to an extensive network of excellent road, air and rail transportation facilities provides its business community with convenient and rapid access to New York and New England major urban centers. Located in Fairfield County, our area has America's third largest concentration of corporate headquarters.

Newtown is located in one of the most productive labor markets in the State of Connecticut and is within a 45 minute commute of 36% of Connecticut's labor force.

## TOWN PROFILE



**Area:** 60.38 sq. miles

**Founded:** 1711

**Government:**  
Town Meeting-Selectmen

**Legislative Council:** 12 Members

**Population:** 27,829 (2011)

**Labor Force:** 14,156 (2013)

**Employment:** 7,461 (2013)

**School Enrollment:** 5,282 (2012/13)

**Households:** 9,598 (2011)

**Median Home Sales Price:** \$347,500 (2011)

**Median Age:** 39 (2011)

**Median Household Income:** \$114,695 (2011)

CERC Town Profile 2012, State of CT Fiscal Indicators report, 2012

## DISTANCE

<u>Distance to Major Cities</u>	<u>Miles</u>
Hartford	40
New York City	61
Providence	100
Boston	133

# TRANSPORTATION

**Roads:** Automobile, bus and truck access is particularly easy. There are three exits in Newtown from I-84 (exit 9,10,11), the principal east-west artery extending from Pennsylvania and New York through Newtown to Hartford, and Boston via the Massachusetts Turnpike. Numerous north-south roads intersect I-84 between Newtown and other Connecticut localities and several highways connect to Westchester County and New York City. CT Route 7 North to New Milford reduces commuting time to upper Fairfield County.

**Trucking:** Extensive trucking services are available in and around the Newtown area, providing one-day delivery to points between Maine and the District of Columbia.

**Air:** There are ten airports for passenger and freight transport readily available from Newtown, including five international airports.

## Commuting time to various cities from Newtown:

Danbury, CT	10 minutes
Waterbury, CT	20 minutes
Bridgeport, CT	25 minutes
Westport, CT	30 minutes
New Haven, CT	45 minutes
Stamford, CT	50 minutes
White Plains, NY	50 minutes
Hartford, CT	60 minutes
New York City, NY	75 minutes
Boston, MA	150 minutes

**Port:** Deep-draft terminals at New Haven and Bridgeport provide easy access to the Atlantic Ocean.

**Rail:** The Metro North train stations in Bethel and Danbury, providing service to New York City, are only 10-15 minutes from Newtown. Housatonic Rail hauls freight from western and northern national gateways into Connecticut running through Newtown. Amtrak stations are located in Bridgeport, Southport, Westport, New Haven and many other towns within a 25 to 35 minute drive.

**Bus:** Bus terminals are only 15 to 20 minutes away in Southbury and Danbury, providing passenger and cargo service to many communities in CT, NY, MA, NJ and RI. The Housatonic Area Regional Transit (HART) system operates between Hawleyville and downtown Danbury and in the Greater Danbury area.

# HOUSING/REAL ESTATE

Housing Stock	Town	County	State
Existing Units†	9,470	358,671	1,477,682
% Single Unit‡	92%	64%	64%
New Permits Auth.*	22	937	3,173
Demolitions*	2	398	1,148
House Sales (April 12/13)	69	1,798	6720
Median Sale Price†	\$347,500	\$487,500	\$257,000

\*CT Dept. of Comm. and Econ. Dev. 2011; †William Raveis Realty 04/13; DECD Publications 2011.

# ECONOMICS

Industry Units:	771
Annual Employment:	7,461

Sector	Establishments	Employment
Construction	79	308
Manufacturing	20	416
Transportation	19	193
Retail Trade	63	834
Finance, Ins. & Real Estate	55	297
Prof, Scientific & Tech Services	104	566
Accommodation & Food Services	42	525
Health Care	63	950
Government	23	1560

CT Dept. of Labor QCEW 2012; Town of Newtown Assessor's Office 2012; Town of Newtown Econ. and Comm. Development Office 2012

Top Five Grand List (2012)	Amount	% of Net
Connecticut Light & Power Company	\$26,952,680	.0088
Iroquois Gas Transmission System (CT FO)	\$18,262,900	.0060
E&A/I&G Sand Hill Plaza Ltd. Partnership	\$15,872,440	.0052
Newtown Shopping Village Limited	\$10,141,950	.0033
Newtown ALF Property LLC	\$8,470,902	.0027
Net Grand List	\$3,037,125,308	

Town of Newtown's Assessor's office 2012

## Top Five Major Employers

Town of Newtown	Taunton Press	State of Connecticut
Masonicare at Newtown		Charter Communications

# GOVERNMENT

Mill Rate ('13)	33.32	Total Expenditures ('13)	\$109,949,825	Eq. Net Grand List ('11)	\$4,362,136,948
Eq. Mill Rate ('11)	19.42	Education ('13/14)	\$71,045,304	Per Capita	\$171,749
Per Capita Tax ('11)	\$2,903	Other ('13)	\$28,845,597	Date of Last Reevaluation	10/1/12
Total Revenue ('13)	\$109,949,825	Indebtedness ('13)	\$77,707,320	Bond Rating:	
Tax Revenue ('13)	\$99,923,100	Per Capita ('12)	\$2,903	Standard & Poor's	AA+
Non-tax Revenue ('13)	\$2,322,288	% of State Average	128.85	Moody's	Aa1
Intergovernmental ('13)	\$7,704,437				

Town of Newtown Finance Office 2013, Town of Newtown Assessor's Office 2012

# DEMOGRAPHICS

<u>Population</u>	<u>Town</u>	<u>County</u>	<u>State</u>
2000*	25,031	882,567	3,405,565
2008	27,430	892,046	3,501,252
2011#	27,953	927,503	3,610,073
2016#	28,885	971,083	3,754,486
'11 - '16 growth/Yr	0.7%	0.9%	0.8%

<u>Land Area (sq mi)</u>	<u>Town</u>	<u>County</u>	<u>State</u>
Median Age*	40.8	40	40
Households†	8,704	327,670	1,337,758
Med. HH Income†	\$114,695	\$ ---	\$69,243

<u>Age Distribution*</u>	<u>Town</u>	<u>%</u>	<u>County</u>	<u>%</u>	<u>State</u>	<u>%</u>
0 - 4	1,846	8.0	57,328	6.0	211,877	6.0
5 - 17	5,338	21.0	160,277	18.0	586,571	17.0
18 - 24	1,732	7.0	81,440	9.0	330,532	9.0
25 - 49	9,174	35.0	291,013	32.0	1,173,203	33.0
50 - 64	5,523	21.0	183,490	20.0	708,910	20.0
65+	3,956	11.0	124,535	14.0	500,114	14.0

<u>Race/Ethnicity*</u>	<u>Town</u>	<u>County</u>	<u>State</u>
White	26,289	693,973	2,800,328
Black	445	100,447	365,949
Asian/Pacific	671	43,200	138,364
Native			
American	33	2,410	11,369
Other/Multi-Race	515	87,473	294,063
Hispanic	1,124	164,938	512,039
Poverty Rate*	2.2%	7.5%	8.7%

<u>Educational Attainment*</u>	<u>Town</u>	<u>%</u>	<u>State</u>	<u>%</u>
Persons 25 or Older*	18,304		2,352,649	
HS Graduate	3,901	21.0	702,670	29.0
Some College	3,773	21.0	594,209	24.0
BA or More	9,761	53.0	883,658	36.0

\*US Census ACS 2010; #CERC Town Profile 2012; † State of CT Fiscal Indicators report, 2012

# EDUCATION

## 2011-2012 School Year

	<u>Town</u>	<u>State</u>
School District Enrollment	5,282	
Per Pupil Spending	\$12,856	\$14,140

### Average Class Size

	<u>Town</u>	<u>State</u>
Grade K	16.0	18.5
Grade 2	18.4	19.7
Grade 5	23.9	21.6
Grade 7	21.8	20.3
High School	20.1	19.6

### Average SAT Score

	<u>Town</u>	<u>State</u>
Math	541	505
Critical Reading	534	502
Writing	541	506

## Connecticut Mastery Test Percent Above Goal

	<u>Grade 4</u>		<u>Grade 6</u>		<u>Grade 8</u>	
	<u>Town</u>	<u>State</u>	<u>Town</u>	<u>State</u>	<u>Town</u>	<u>State</u>
Reading	84	64	92	74	95	77
Writing	87	65	91	67	93	68
Math	90	68	93	69	94	67
Science	—	—	—	—	88	62

## CT Academic Performance Test % Above Goal

	<u>Town</u>	<u>State</u>
Reading	69.1	47.5
Writing	85.0	63.0
Math	75.6	49.2
Science	75.4	47.1

CT Dept. of Education 2011/2012

# QUALITY OF LIFE

<u>Facilities ('13)</u>	<u>Town</u>	<u>Crime ('11/12)</u>	<u>Offences</u>
Banks	12	Property Crime	220
Vineyard	1	Burglary	43
Lodging	2	Violent Crime	1
Parks	5	Rape	5
Dog Park	1	Motor Vehicle Theft	5
Museums	2	Larceny-theft	194
Day Care Facilities	7		
Supermarkets	3	Newtown Police Commission Crime Stats	

### Library ('13)

Total Volumes 131,551

Newtown Library data 2013, Parks & Recreation Data 2013

# LABOR FORCE

<u>Place of Residence</u>	<u>Town</u>	<u>County</u>	<u>State</u>
Labor Force	14,156	465,847	1,831,900
Employed	13,371	429,121	1,688,600
Unemployed	785	36,726	143,400
Unemployment Rate	5.5%	7.9%	7.8%

Department of Labor April 2013

### Place of Work

	<u>Town</u>	<u>County</u>	<u>State</u>
# of sites	771	32,886	104,314
Total Employment	7,461	399,903	1,615,355

CT Dept. of Labor QCEW 2011, Office of Research

## RECREATION

Five town parks provide residents with swimming, tennis, ice-skating, softball, picnic area, pavilions and playgrounds. Several large tracts of open space have designated areas for passive and active recreation. Our location along the Housatonic River and Lake Zoar provides areas for boating, hiking and outdoor sports. Approximately 70 miles of heavily forested hiking trails are either in Newtown or a short drive away. There is a rails to trails bicycle/walking path from Newtown to Trumbull CT. Newtown Parks and Recreation Department sponsors year-round activities, programs and trips. Several hunting, fishing and bridle clubs offer a range of recreational opportunities for members.

**Golf:** Two private country club golf courses are located in Newtown. Several public and private courses are close by including Richter Park Golf Course, an 18-hole, par 72 course, rated "one of the top ten public golf courses in the U.S." by Golf Digest.

**Shopping:** Newtown and Sandy Hook Center offer boutiques, antiques, specialty shops and a variety of small businesses. New England's largest mall, the Danbury Fair Mall, is located just 15 minutes away.

**Youth & Senior Centers:** Newtown has a teen center for high school youths, a multipurpose day care center for pre-schoolers and for our senior citizens to enjoy daily programs.

## ARTS & CULTURE

Many skilled and talented artists make Newtown their home and provide the community with vibrant art programs and services for cultural creativity. The scenic historic village, hills and meadows provide the perfect backdrop for local and visiting artists in which to work.

Newtown has many local cultural venues including music, theater, visual arts and literacy groups. Examples of the cultural diverse opportunities include Newtown Friends of Music, the Newtown Cultural Arts Commission, The Town Players of Newtown and Flagpole Photographers. While Newtown has diverse and vibrant offerings of local art and cultural activities, we are closely located to most cultural activities in Connecticut, Manhattan and Boston.

[www.newtownartscommission.org](http://www.newtownartscommission.org)

## COMMERCIAL PROPERTIES

Newtown, with nearly 60 square miles of land, is one of the largest towns in Connecticut and has many options for business, ranging from Class A corporate office space to manufacturing, warehousing or retail.

### FAIRFIELD HILLS CAMPUS



The Fairfield Hills Campus encompasses 185 acres of land owned by the Town of Newtown, Connecticut. The campus includes areas of passive open space with open fields, walking and hiking trails and forested lands, playing fields and a core campus area where redevelopment of the former state hospital facility is underway.  
[www.fairfieldhills.org](http://www.fairfieldhills.org)

### NEWTOWN TECHNOLOGY PARK



The Newtown Technology Park is a single tract of land with approximately 23 acres that is perfect for significant development. The Newtown Technology Park's strategic location within a few hundred yards of Exit 10 off Interstate 84 offers many significant advantages for business and has direct access to Commerce Road. This land is being offered for lease or sale by the Town of Newtown. **Link to the Technology Park Fact Sheet.**

## OTHER AVAILABLE PROPERTIES

Newtown has many options for businesses to locate. Whether you are seeking a site to build or an existing building to lease or purchase, there are many choices for your business.

A database of available commercial and industrial properties in Newtown can be accessed on [www.newtown.org](http://www.newtown.org). Our staff is knowledgeable about the properties in the Town of Newtown and is trained to work with you to find the exact site that meets your needs. Our goal is to get your business up and running as quickly as possible in the Town of Newtown, Connecticut.

## UTILITIES

<u>Utilities</u>	<u>Name</u>	<u>Phone Number</u>
Electric	Conn. Light & Power	800-286-2000
Gas	Yankee Gas Co.	800-989-0900
Commercial Water	United Water Co.	860-354-4118
Sewer	Newtown Dept. of Public Works	203-270-4300
Cable	Charter Communications	800-827-8288

## CONTACT

### Newtown Economic Development Commission

Newtown Municipal Center • 3 Primrose St • Newtown, CT 06470  
[www.newtown.org](http://www.newtown.org)

**Elizabeth Stocker, AICP** • Director of Economic and Community Development  
Phone: (203) 270-4271 • Email: [estocker@newtown.org](mailto:estocker@newtown.org)

**Betsy Paynter** • Economic Development Coordinator  
Phone: (203) 270-4281 • Email: [betsypaynter@newtown.org](mailto:betsypaynter@newtown.org)

FIRE COMMISSION

<u>TRANSFER REQUEST (2012-2013)</u>	<u>FROM</u>	<u>TO</u>
01320 2015 Training	11,000	
01320 2020 Utilities	4,000	
01320 2028 Hydrants	44,000	
01320 2029 Fire Hose	9,000	
01320 2035 Supplies	7,000	
01320 3050 Equipment Repairs 4002 ff incentive	15,000	
01320 4003 Insurance	1,000	
01320 5080 capital	9,000	
01320 2012 Fire Company Grants		100,000

To transfer account savings to the fire company grant account to fund fire department capital projects (not eligible for the CIP because they are under the cap). Appropriation will be requested to be re-appropriated to the next budget year).

- REAPPROPRIATION REQUEST (2012-2013)

Re-appropriate \$100,000 from account 01320 – 2012 Fire Company Grants to 2013-2014 account 1-101-12-320-5749 Contributions to Fire Companies.

See Board of Fire Commissioners Memo regarding re-appropriation request (attached).

**TOWN OF NEWTOWN**  
NEWTOWN, CONN.



**BOARD OF FIRE  
COMMISSIONERS**

August 19, 2013

Via Email

Mr. Bob Tait  
Director of Finance  
Newtown Municipal Center  
3 Primrose Street  
Newtown, CT 06470

Dear Bob:

For the past several years the five fire departments have made capital requests to the Board of Fire Commissioners that exceeded the ability to be included in our operating budget; and were too small for the CIP. The BOFC has been attempting to help these departments in any way we can.

This past fiscal year the BOFC had a surplus in excess of \$125K in our operating budget. The BOFC is requesting that \$100K of that surplus be re-appropriated into our current operating budget. These resources would be divided evenly among the five departments and used for particular projects that previously could not be funded. The proposed use of these funds is listed by department below:

1. Newtown Hook and Ladder is requesting a turnout gear washer and dryer. The justification of this equipment is to extend the life of the gear. This equipment would be taken to the new fire station when it is completed.
2. Sandy Hook Fire is requesting the replacement of the standby generator at the substation. This unit has proven unreliable in the recent storm events, thus incurring the town large repair bills. The generator is currently out of service.
3. Botsford Fire is requesting that their share of funds be used to help supplement the expense of paving at their fire station.
4. Hawleyville Fire is requesting funding to replace aging air packs to conform to new regulations in the fire service.
5. Dodgingtown Fire is requesting to purchase two air packs and outfit the command vehicle that is in the current budget.

When you have a moment, please let me know when this will be completed.

Regards,

Rob Manna  
Chairman  
Board of Fire Commissioners

cc: Michael Burton

**GENERAL FUND CHARGES FOR SERVICES – SEWER/WATER FUNDS**

- A RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$120,000 TO BE FUNDED BY A SERVICE CHARGE (CHARGED TO SEWER AND WATER FUNDS FOR SERVICES). THE SPECIAL APPROPRIATION WILL BE DIVIDED AMONG THE FOLLOWING GENERAL FUND ACCOUNTS:

**EXPENDITURES**

1-101-11-140-5110-0000 TAX COLLECTOR – SALARIES & WAGES – FULL TIME	\$10,177
1-101-11-140-5115-0000 TAX COLLECTOR – SALARIES & WAGES – PART TIME	\$ 5,101
1-101-11-140-5220-0000 TAX COLLECTOR - SOCIAL SECURITY CONTRIBUTIONS	\$ 1,169
1-101-11-190-5115-0000 TAX ASSESSOR – SALARIES & WAGES – PART TIME	\$19,871
1-101-11-190-5220-0000 TAX ASSESSOR - SOCIAL SECURITY CONTRIBUTIONS	\$ 1,520
1-101-11-200-5110-0000 FINANCE – SALARIES & WAGES – FULL TIME	\$14,268 **
1-101-11-200-5220-0000 FINANCE - SOCIAL SECURITY CONTRIBUTIONS	\$ 1,092
1-101-13-500-5110-0000 HIGHWAY – SALARIES & WAGES – FULL TIME	\$32,068
1-101-13-500-5220-0000 HIGHWAY - SOCIAL SECURITY CONTRIBUTIONS	\$ 2,453
1-101-13-500-5230-0000 HIGHWAY – RETIREMENT CONTRIBUTIONS	\$ 2,347
1-101-20-570-5899-0000 CONTINGENCY	\$29,934

THE FUNDING WILL BE CREDITED TO THE FOLLOWING GENERAL FUND ACCOUNT:

**REVENUES**

2-101-03-200-4337-0000 CHARGES FOR SERVICES – SEWER/WATER FUNDS	\$120,000
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ALL THOUGH THESE APPROPRIATIONS INCREASE THE TOTAL 2013-14 BUDGET AMOUNT BY \$120,000, THEY DO NOT INCREASE TAXES. THEY ARE ENTIRELY FUNDED BY FEES. NOR DO THEY INCREASE ANY SEWER OR WATER FEES.

\*\* INCLUDES AN INCREASE OF \$8,664 TO THE ASSISTANT FINANCE DIRECTOR POSITION TO REFLECT ACTUAL WORK DONE FOR THE SEWER AND WATER FUNDS.

## JUSTIFICATION

THE GENERAL FUND (BUDGET) PROVIDES THE FOLLOWING SERVICES TO THE WATER AND SEWER FUNDS:

- TAX COLLECTOR – BILLING AND COLLECTIONS, BILL INQUIRIES, ADJUSTMENTS, ETC.
- FINANCE DEPARTMENT – ACCOUNTS PAYABLE, PAYROLL, ACCOUNTING, REPORTING & ANNUAL FINANCIAL REPORT (INCLUDING AUDITOR FEES).
- PUBLIC WORKS – MANAGEMENT, PLANNING, FILING, CLERICAL.
- RISK MANAGEMENT SERVICES – PROPERTY & GENERAL LIABILITY INSURANCE.

TO ACCOUNT FOR THESE SERVICES THE BUDGET IS CHARGED FOR PART OF THE SALARIES, IN THE PROVIDING DEPARTMENTS, AND THE SEWER / WATER FUNDS ARE CHARGED FOR THE REMAINING PORTION. THIS IS DISCLOSED IN THE BUDGET NEXT TO THE SALARY AMOUNT OF THE POSITION PROVIDING THE SERVICE. PARTIAL FRINGE BENEFITS SUCH AS HEALTH, SOCIAL SECURITY CONTRIBUTIONS AND RETIREMENT CONTRIBUTIONS WERE ALSO CHARGED TO THE SEWER/WATER FUNDS.

THE PREFERRED METHOD WOULD BE TO CHARGE THE FULL AMOUNT OF THE SALARY (AND THE FRINGE BENEFIT) TO THE DEPARTMENT BUDGET. THEN THE SEWER & WATER FUNDS WOULD BE CHARGED A SERVICE FEE FOR THE SERVICES PROVIDED IT BY THE GENERAL FUND (BUDGET). THE REQUESTED SPECIAL APPROPRIATION ALLOWS THIS TO HAPPEN. IT RESTORES THE FULL SALARIES BACK INTO THE BUDGET AND THEIR RELATED FRINGE BENEFITS. IT ALSO PROVIDES FOR A BUDGET REVENUE LINE ITEM FOR THE CHARGES FOR SERVICES.

THIS HAS BEEN PRESENTED TO THE WATER & SEWER AUTHORITY. THEY AGREE WITH THE PROPOSAL SAYING THAT IT MAKES THE BUDGET PRESENTATION MORE REALISTIC AND THAT IT MAKES BUDGETING EASIER. THE INITIAL CHARGE FOR SERVICES FEE OF \$120,000 FOR 2013-14 WILL BE INCREASED EACH YEAR BY THE CONSUMER PRICE INDEX (CPI).

Attached: Water & Sewer Authority minutes  
E-mail from WSA chairman  
Charges for services invoice

4 Turkey Hill Road  
Newtown, CT 06470  
Tel (203) 270-4300  
Fax (203) 426-9968



Fred Hurley,  
*Director*

**TOWN OF NEWTOWN**  
WATER AND SEWER AUTHORITY

Richard B. Zang,  
*Chairman*  
Marianne Brown  
Louis Carbone  
George Hill  
Alan Shepard  
Eugene Vetrano  
Carl Zencey

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE WATER AND SEWER AUTHORITY

The Water and Sewer Authority held its regular meeting on Thursday, May 9, 2013 at the Waste Water Treatment Plant, 24 Commerce Road, Newtown, CT. Chairman Zang called the meeting to order at 7:00pm.

**Present:** Dick Zang, Lou Carbone, George Hill, Marianne Brown, Carl Zencey

**Absent:** Gene Vetrano, Alan Shepard

**Also Present:** Jason O'Brien and Julio Segarra of United Water and Director of Public Works Fred Hurley, Director of Finance Robert Tait

**Public Participation - None**

**Approval of Minutes** – The previously distributed minutes of the regular meeting of 4/11/13 were unanimously approved.

**OLD BUSINESS**

*Action on 164 Mt. Pleasant Road benefit assessment* – Fred had been negotiating with 164 Mt. Pleasant Road. They ended up with \$150,000 with portioned percentage. An installment loan will be used for each percentage of the filled area in the building at the town's interest rate. The owner of the building will be responsible for the payments.

Carl Zencey moved to re-open the public hearing, Lou Carbone seconded.

Carl Zencey moved to authorize the benefit assessment for 164 Mt. Pleasant road at \$150,000 in installments as the building is utilized. Lou Carbone seconded, motion unanimously accepted.

*Capital Needs Study* – They are looking at the future capital needs and need to look forward to what the rates needs to be. 2013-2014 is a big hit. This is a working document and not action is needed.

*Renewable Energy Project-grant payment* – An inspection took place last week and all went well. A report will be submit which should get the grant payment moving.

*Discuss Rate increase for Water and Sewer users-* Fred Hurley is working on different percentage ratios and it will be ready in the next few weeks.

## **NEW BUSINESS**

*Town charges for services-to the Water Sewer Authority* – Currently, charges back to the WSA for services are handled piece by piece. Bob Tait is proposing to charge a set amount. He is looking at charging the WSA \$120,000 and it would increase by the CPI each year. This will also help to improve the financial statements.

*Committee Reports: SCADA, solar, I&I, Finance, regulations, water supply, collection and distribution systems* – **SCADA**-The electrical contractor has completed approximately 25% complete. Julio Segarra met with Knapp Engineering today. There are necessary items that need to be added to the project.

*Report by United Water Environmental Services Inc.* – A copy of the April 2013 operating report is attached. A summer internship will happen again this year. They will advertise in the Newtown Bee.

*Report by Public Works Director* – Fred Hurley will be putting the restoration of Well 3 out to public bid. They are also going to do a three price bid to look at the capacity and the pump at well 7.

Having no further business, meeting was adjourned at 8:34pm

Arlene Miles, Clerk

**From:** [zang](#)  
**To:** [Robert Tait](#)  
**Cc:** [aqhill@fcs-leases.com](#); [eiv6@sbcglobal.net](#); [abeng1@charter.net](#); [arlene.miles@newtown-ct.gov](#); [LBF413@aol.com](#); [hilou@earthlink.net](#); [wren3147@aol.com](#); [brownmmn@yahoo.com](#)  
**Subject:** Change in charges  
**Date:** Friday, May 10, 2013 11:45:24 AM

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Hi Bob,

Thanks for coming to our meeting last night. The change you are making in the employee cross-charge is more realistic and fair and will make budgeting easier for both of us.

We can use the same activity code, 530, and charge \$12,000 to the water enterprise and \$108,000 to sewer starting next year - escalating as proposed.

Thanks,

Dick Zang

# TOWN OF NEWTOWN - GENERAL FUND

# INVOICE

3 PRIMROSE STREET  
NEWTOWN, CT 06470  
Phone 203-270-4221

**DATE:** July 1, 2013  
**INVOICE #** 100  
**FOR:** CHARGES FOR SERVICES

**Bill To:**  
TOWN OF NEWTOWN  
SEWER ENTERPRISE FUND

DESCRIPTION	AMOUNT
CHARGES FOR SERVICES, FISCAL YEAR 2013-14: *TAX COLLECTOR SERVICES - BILLING AND COLLECTIONS *FINANCE DEPARTMENT SERVICES - ACCOUNTING, REPORTING & ANNUAL FINANCIAL REPORT (INCLUDING AUDITOR FEES). *PUBLIC WORKS - MANAGEMENT, PLANNING *RISK MANAGEMENT SERVICES - PROPERTY AND GENERAL LIABILITY INSURANCE.	120,000.00
<b>TOTAL</b>	<b>\$ 120,000.00</b>

Make all checks payable to TOWN OF NEWTOWN GENERAL FUND

**THANK YOU FOR YOUR BUSINESS!**

## Attachment E

- A RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$50,000 TO BE FUNDED FROM THE SANDY HOOK SPECIAL REVENUE FUND "UNDESIGNATED" ACCOUNT FOR THE PURPOSE OF INFORMATION TECHNOLOGY CONTRACTED SERVICES.

EDUCATION CENTRAL OFFICE DISCUSSIONS, WITH PEARSON INC., LED UP TO A DONATION OF \$50,000 TO THE TOWN OF NEWTOWN. INITIALLY PEARSON WAS WILLING TO PROVIDE DIRECT SERVICES TO THE SCHOOL DISTRICT. THEY DECIDED, HOWEVER, TO PROVIDE A MONETARY DONATION. THE KNOWLEDGE OF THIS DONATION RESULTED IN DIRECT BUDGET CUTS TO I.T. CONTRACTED SERVICES. THIS IS EVIDENT IN THE SUPERINTENDENT'S RECOMMENDED BUDGET ADJUSTMENTS IN THE BOE BUDGET DOCUMENT. THE \$50,000 DONATION FROM PEARSON ENDED UP IN THE "UNDESIGNATED" ACCOUNT BECAUSE OF THE WORDING OF THE COVER LETTER ACCOMPANYING THE DONATION.

Account Detail Report  
Newtown

Account Number 1-481-81-085-4000-0000 CONTRACTED SERV. - TECH.

YTD PURCHASE ORDERS:

PO/Inv Number/Line	PO Date	Status	Vendor	Description	PO Amount	Amount Paid	Encumbrance
40088 / 2	7/1/2013	Open	GOOGLE	AD10 - Archiving & Discovery 10 year	\$9,900.00	\$0.00	\$9,900.00
40092 / 2	7/1/2013	Open	BLUE TORCH NETWORK SOLUTI	School Desk - Web Hosting 7 Schools & Distr	\$8,400.00	\$0.00	\$8,400.00
40719 / 1	7/19/2013	Closed	NCS PEARSON INC.	Power School Premier Licence 9/30/13 - 9/29	\$25,650.00	\$25,650.00	\$0.00
40725 / 1	7/22/2013	Open	C-CO CONSULTING INC.	E number for wiring	\$6,050.00	\$0.00	\$6,050.00
Purchase Order Totals:					\$50,000.00	\$25,650.00	\$24,350.00

Summary of Account Activity

Original Budget	Adjusted Balance	Encumbered	Invoiced	Transactions	Balance
\$0.00	\$0.00	\$24,350.00	\$0.00	\$25,650.00	(\$50,000.00)

- Google – The district uses Google Apps for Education to provide staff with email. There is no cost incurred for the email addresses. The cost represented here is to cover archiving of staff emails.
- Blue Torch Network Solutions – This the parent company of SchoolDesk. SchoolDesk is the solution provider for our district, school and staff websites.
- NCS Pearson – Pearson is the provider of our Student Information System, Powerschool. The cost covered here is the annual licensing fee.
- C-CO Consulting - This is our wiring installer. The costs included here are to cover 50% of the funds needed to complete the wiring for cameras and door access at one elementary school.