

THESE MINUTES ARE SUBJECT TO APPROVAL BY BOARD OF SELECTMEN

The Board of Selectmen held a regular meeting Wednesday, January 22, 2014 in the Council Chamber of the Municipal Center, Newtown. First Selectman Llodra called the meeting to order at 7:30 pm.

PRESENT: First Selectman Llodra, Selectman William F.L Rodgers, Selectman James Gaston, Sr.

ALSO PRESENT: Finance Director Robert Tait, five members of the public and three members of the press.

VOTER PARTICIPATION: none.

ACCEPTANCE OF THE MINUTES: Selectman Gaston moved the minutes of the regular meeting of December 16, 2013. First Selectman Llodra seconded. All in favor. Selectman Gaston moved the minutes of the special meeting of December 18, 2013. Selectman Rodgers seconded, noting that although he was not present he did read the minutes and approves them. All in favor. Selectman Gaston moved the regular meeting minutes of January 6, 2014. Selectman Rodgers seconded. All in favor.

COMMUNICATIONS: First Selectman Llodra noted three well written reports were recently received: the History of the Newtown Sewer System (located in the Office of the First Selectman) and the update Plan of Conservation and Development and the update of the Fairfield Hills Master Plan, both of which can be viewed in the Land Use Department. She also stated there will be a Department of Transportation Public Hearing in the Municipal Center on Feb. 11 relative to the Rte. 302/Main Street intersection and encouraged everyone to attend. First Selectman Llodra noted these are both state roads and she would like the state to add sidewalks to the road widening project. Also, there are three power poles together that power the business district in the center of town. First Selectman Llodra would like that power grid to be buried underground or protected with a guardrail system.

FINANCE DIRECTOR REPORT: to be covered under New Business, budget.

UNFINISHED BUSINESS:

Discussion and possible action:

1. **Newtown Parent Connection:** This item will be carried.
2. **Hawleyville Sewers:** This item will be carried.

NEW BUSINESS:

Discussion and possible action:

1. **Resolution to establish two advisory/study committees:** A resolution to create a committee regarding regionalization was passed at the last meeting. Selectman Rodgers moved the Board of Selectman resolve to give E. Patricia Llodra the power to create and advisory committee re: Community Center issues. Selectman Gaston seconded. Selectman Rodgers requested a charge be brought forward. The committee will consist of Commission on Aging Chairman Curt Symes and member Sheila Torres, Parks & Recreation Chair Ed Marks and Parks and Recreation Director Amy Mangold and Assistant Director Roseann Reggiano along with community representatives Bob Geckle and Andy Clure. Selectman Gaston said that people in certain areas of expertise should be consulted for various areas of the community center. First Selectman Llodra said their job will be finding that expertise and bringing it all together. Motion passed unanimously.

Rec'd. for Record 1-23 2014
Town Clerk of Newtown 12:55 PM
Debbie Aurelia Halstead

2. **Appointments/Reappointments:** Selectman Gaston moved the appointment of Charles Farfaglia, (D), to the Pension Committee for a term from 1/6/14-1/6/16 and the appointment of Penny Mudgett as the Interim Tax Assessor for the Town of Newtown until July 1, 2014 at a salary of \$60,000. Selectman Rodgers seconded. All in favor. Selectman Rodgers moved the re-appointment of Joseph Hovious to the Conservation Commission for term to expire December 31, 2017. Selectman Gaston seconded. All in favor.
3. **Common Driveway Bond Release:** Selectman Rodgers moved the release of eight common driveway bonds as reflected in Att. A. Selectman Gaston seconded. All in favor.
4. **Maintenance Bond Release:** Selectman Gaston moved the \$55,000 maintenance bond for Anthony Ridge Road, "Hanover Heights" Subdivision as recommended by the Town Engineer. Selectman Rodgers seconded. All in favor.
5. **Tax Refunds:** Selectman Rodgers moved the January 2014 tax refunds, refund no. 11 in the amount of \$41,463.11. Selectman Gaston seconded. All in favor.
6. **2014-2015 Budget:** The First Selectman proposed 2014-2015 budget is \$39,141,519 which represents an increase of \$116,996 or 0.30% over the 2013-2014 amended budget. First Selectman Llodra went over the budget talking points (Att. B) and pointed out that the summary of expenditures by object (Att. C) goes hand in hand with the talking points. The Board of Selectman Budget Analysis (Att. D) was reviewed. Each year the struggle is to keep the budget as close to zero as possible, many years the operational budget is below zero. The General Wage Increase History (Att. E) was reviewed. First Selectman Llodra said the yearly increase for some unions and the non-union employees doesn't meet the cost of living yearly average. Positions that have been eliminated or unfunded as reflected on Att. F were discussed. First Selectman will not recommend reducing staff; she believes staff needs to be added. Fringe Benefits and Insurance was reviewed. We self fund, we have a great claims history, a very good medical benefits board, good providers. The fund is very well managed and we are lucky to be looking at only a 4% increase. Pension contribution increased 30%. Mr. Tait said the pension plan is a very reasonable plan. The capital road budget, road reconstruction, was identified ten years ago as needing \$2 million a year to get all roads to a condition where they would just need to be maintained. The capital road budget has been \$1 million short for ten years. This request will be significantly increased next year. Road work is an operational cost and should not be bonded. If the budget needs to be reduced capital roads will not be reduced. Non-public schools will not receive funding this year; last year was a one-time contribution. Debt service (Att. G) was reviewed; all debt service, including Board of Education, is carried on the Board of Selectman budget, as per state statute. Senior Tax Relief will be at the Board of Finance budget level when all expenditures will be presented in addition to the revenues. The Selectman proposed budget will be online at www.newtown-ct.gov under the finance department on January 23, 2014. First Selectman Llodra noted that the bottom line of many departments is the negotiated wage increase or less; there's no new programs, positions, increases in materials, supplies or equipment. Budget discussions and deliberations will continue on Wednesday, January 29.

VOTER COMMENTS: Sharon Cohen, 52 Watkins Drive, Sandy Hook asked if the town was providing any funding to help the library with the recent damage because she would like to help. First Selectman Llodra said the library is a town building and will be covered under insurance but will have to pay the deductible. The Friends of the Library are helping and Selectman Rodgers said the library itself will step up its fundraising efforts.

ANNOUNCEMENTS: none

ADJOURNMENT: Having no further business the Board of Selectmen adjourned their regular meeting at 8:55 pm.

Board of Selectman
January 22, 2014

Respectfully submitted,

Susan Marcinek
Susan Marcinek, Clerk

- Att. A: Release of Common Driveway Bonds (2 pages)
- Att. B: TON First Selectman budget proposal, budget talking points
- Att. C: TON First Selectman budget proposal, summary of expenditures by object
- Att. D: TON Board of Selectmen Budget Analysis
- Att. E: TON General Wage Increase History
- Att. F: TON Position eliminated or unfunded
- Att. G: TON General Fund Debt Service by Department

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George Benson
Director

TOWN OF NEWTOWN

LAND USE AGENCY

MEMORANDUM

January 13, 2014

TO: Donna Tomasko, Assistant Financial Director
FROM: George Benson, Director of Land Use and Planning
RE: Release of Common Driveway Bonds

The Common Driveway Bonds on the attached spreadsheet may be released

Attachment (COMMON DRIVEWAY BONDS BEING HELD)

COMMON DRIVEWAY BONDS BEING HELD

Blakeman Const	* Rollingwood Sec 8	2001	9,250.00	Lots 53 & 54	Cash Bond
Blakeman Const	* Rollingwood Sec 10	2002	31,000.00	Lots 65, 103, 104	Cash Bond
John McCafferty	* Sugar Lane	2002	2,000.00		Cash Bond
Nick & Gino Vona	* Oak Ridge Sub, Phase 2	1996	9,000.00		Cash Bond
Sarj Properties	* Misty Vale Acres	1997	4,250.00		Cash Bond
R. Mastroni Devel	Hanover Heights	2006	20,100.00	Lots 4 and 5	Loc #10403 Webster Bank
MTM Classic Home Builders	Ridge Valley	2005	15,000.00 5,500.00	Lots 8 & 9 Lots 10 & 11	Loc #871 Hudson Valley Bank
M. Izquierdo	Golden Oaks	2006	18,000.00	Lots 8A & 8B	LOC

* Only part of bond we're still holding.

BUDGET TALKING POINTS (refer to budget summary on next page)

*** FIRST SELECTMAN PROPOSED 2014-15 BUDGET = \$39,141,519; REPRESENTS AN INCREASE OF \$116,996 (0.30%) OVER 2013-14 AMENDED BUDGET

- **WAGES & SALARIES** – decrease of (\$16,699)
 - 1.75% salary increases (salary increase history hand out).
 - No contract for 3 unions (communications, police & parks and recreation).
 - Salary increases are offset by three unfilled positions that are unfunded in this budget proposal.
 - 1 – Communications; 1 – building maintenance; 1- senior aide.
- **FRINGE BENEFITS** – increase of \$230,190
 - Medical benefits increased 4%.
 - Pension contribution increased 30%.
- **INSURANCE** – increase of \$30,000
 - General liability insurance increased 3% due to 12/14 insurance claims.
- **OPERATING EXPENSES** – decrease of (\$101,020)
 - Switching to the BOE accounting system saved \$21,000 (annually).
 - Fairfield Hills Authority operating expenses of \$36,000 were transferred to the FHA special revenue fund.
- **CAPITAL** – decrease of (\$64,600)
 - Transfer to Capital Non Recurring Fund was decreased by \$100,000; from \$250,000 to \$150,000.
 - The Town has a commitment to this line item. It is part of the Town's financial strategy, to pay as you go for some capital items, which reduces the debt burden.
 - It is important to note that the road improvement line item stays at \$1,000,000. The Capital Improvement Plan (CIP) continues to recommend an annual amount of \$2,000,000. \$2,000,000 annually is needed for at least the next 5 years and then \$1,500,000 per year to ensure that all road ways will be properly maintained and replaced over a twenty year period.
- **CONTINGENCY**
 - The contingency line item covers wage increases not yet negotiated, emergency building repairs not budgeted for, additional referenda and primary costs, and other unforeseen items. This contingency amount is small compared to the overall budget.
- **CONTRIBUTIONS TO OUTSIDE AGENCIES** – overall decrease of (\$147,119)
 - Decrease is mainly due to a one time budget amount, in the prior year, for non public school security.
- **CAPITAL FINANCING – DEBT SERVICE** – increase of \$284,070
 - Increase is a planned increase thru the Capital Improvement Plan. It is the Towns policy that annual debt service amounts cannot be over 10% of the total budget amount. It is a goal to reduce that amount to 9%. The Town is somewhere between those amounts.

TOWN OF NEWTOWN
FIRST SELECTMAN BUDGET PROPOSAL 2014 - 2015
SUMMARY OF EXPENDITURES BY OBJECT

	2013 - 2014 AMENDED	2014 - 2015 1st SELECTMAN PROPOSED	Increase / (Decrease)	Percent Change
BOARD OF SELECTMEN BUDGET:				
MUNICIPAL SERVICES:				
WAGES & SALARIES	11,111,738	11,095,039	(16,699)	-0.15%
FRINGE BENEFITS	4,707,561	4,937,751	230,190	4.89%
INSURANCE	1,003,500	1,033,500	30,000	2.99%
OPERATING EXPENSES	7,399,901	7,298,881	(101,020)	-1.37%
CAPITAL	2,080,623	2,016,023	(64,600)	-3.10%
CONTINGENCY	347,826	250,000	(97,826)	-28.12%
CONTRIBUTIONS TO OUTSIDE AGENCIES:				
TOWN AGENCIES	2,071,889	2,078,496	6,607	0.32%
OTHER AGENCIES	242,561	88,835	(153,726)	-63.38%
TOTAL MUNICIPAL SERVICES	28,965,599	28,798,525	(167,074)	-0.58%
CAPITAL FINANCING - DEBT SERVICE	10,058,924	10,342,994	284,070	2.82%
TOTAL BOARD OF SELECTMEN BUDGET	39,024,523	39,141,519	116,996	0.30%

**TOWN OF NEWTOWN
BOARD OF SELECTMEN BUDGET ANALYSIS
2008-09 TO 2014-15**

ADOPTED/AMENDED BUDGETS

<u>Fiscal Year</u>	<u>Municipal Services</u>	<u>Percent (%) Increase</u>	<u>Debt Service</u>	<u>Percent (%) Increase</u>	<u>Total BOS Budget</u>	<u>Percent (%) Increase</u>	<u>Soc Sec COL (CPI)</u>
2014 - 2015	28,798,543	-0.6%	10,342,994	2.8%	39,141,537	0.3%	1.50%
2013 - 2014	28,965,599	4.5%	10,058,924	0.0%	39,024,523	3.3%	1.70%
2012 - 2013	27,731,255	-0.5%	10,059,789	3.5%	37,791,044	0.6%	3.60%
2011 - 2012	27,861,255	0.2%	9,722,393	4.6%	37,583,648	1.3%	0.00%
2010 - 2011	27,795,856	2.2%	9,294,025	-9.0%	37,089,881	-0.8%	0.00%
2009 - 2010	27,191,792	-5.1%	10,209,974	-5.2%	37,401,766	-5.2%	5.80%
2008 - 2009	28,661,230		10,772,170		39,433,400		

LAST 6 YEARS
AVG 6 YRS

0.5%
0.1%

-4.0%
-0.7%

-0.7%
-0.1%

TOWN OF NEWTOWN
 GENERAL WAGE INCREASE HISTORY
 FOR THE FISCAL YEARS 2005-06 TO 2014-15

<u>FISCAL YR</u>	<u>MUNICIPAL UNIONS</u>							<u>SOC SEC COL (CPI)</u>
	<u>PUBLIC WORKS</u>	<u>POLICE</u>	<u>TOWN HALL</u>	<u>DISPATCH</u>	<u>PARKS & REC</u>	<u>NON UNION</u>		
2005-2006	3.50	3.75	3.50	3.50	3.50	3.50	2.70	
2006-2007	3.75	3.75	3.75	3.75	3.50	3.75	4.10	
2007-2008	3.75	3.50	3.50	3.50	3.75	3.50	3.30	
2008-2009	3.50	3.00	3.50	3.50	3.50	3.00	2.30	
2009-2010	0.00	0.00	0.00	0.00	0.00	0.00	5.80	
2010-2011	1.50	3.00	1.50 (a)	1.50	2.80	0.00	0.00	
2011-2012	1.75	1.75	1.75	1.75	1.80	1.50	0.00	
2012-2013	1.90	1.85	1.75	1.75	1.90	1.75	3.60	
2013-2014	1.90	1.90	1.90	[REDACTED]	1.90	1.70	1.70	
2014-2015	1.75	[REDACTED]	1.75	[REDACTED]	[REDACTED]	1.75	1.50	
Yearly Avg.	2.33	2.50	2.29	2.41	2.52	2.05	2.50	

(a) 2% July 1; 2% Jan 1

 To be negotiated

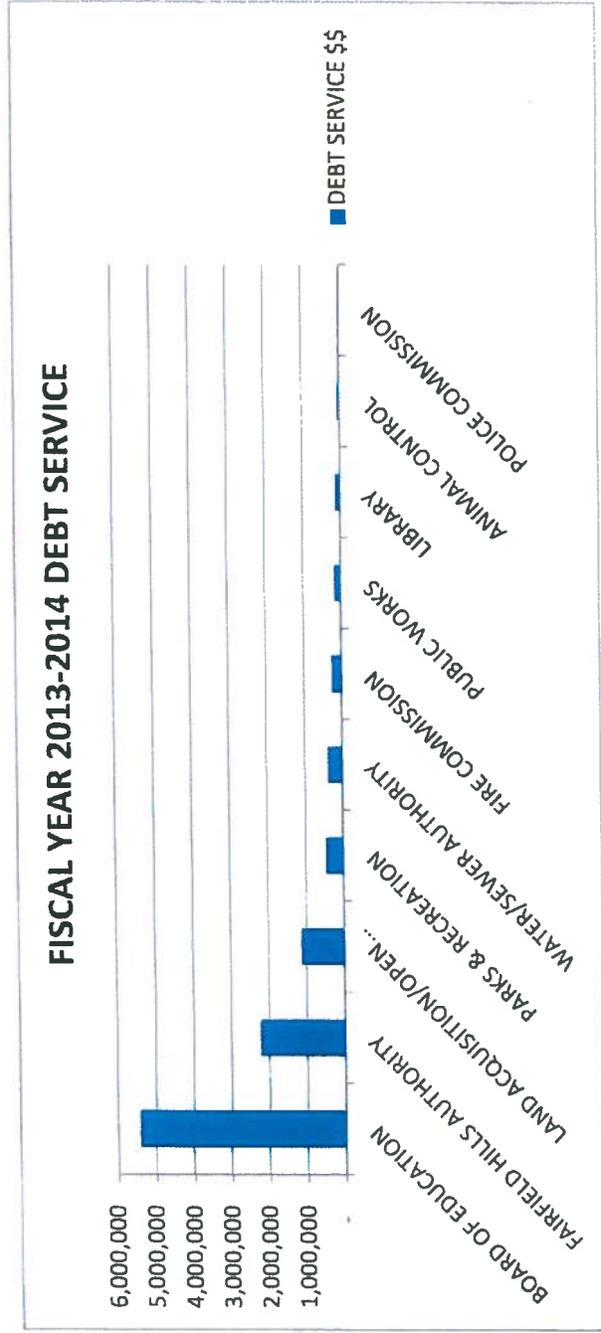
TOWN OF NEWTOWN
POSITIONS ELIMINATED OR UNFUNDED/UNFILLED
SINCE 2009 BUDGET YEAR

<u>DEPT</u>	<u># POSITIONS</u>	<u>POSITION TITLE</u>	<u>APPROXIMATE SALARY VALUE</u>
SELECTMAN	1	STAFF SECRETARY	\$48,000
ASSESSOR	1	ADMINISTRATIVE ASSISTANT	\$40,000
TAX COLLECTOR	1	CLERK	\$40,000
COMMUNICATIONS	1	ETD SUPERVISOR	\$60,000
COMMUNICATIONS	1	EMERGENCY TELECOMM	\$48,000
POLICE	2	POLICE OFFICER	\$110,000
POLICE	1	OFFICE ASSISTANT	\$45,000
BUILDING OFFICIAL	1	ASSISTANT BUILDING OFFICIAL	\$65,000
PUBLIC WORKS	1	ASSISTANT TOWN ENGINEER	\$80,000
PUBLIC WORKS	1	TRUCK DRIVER	\$54,000
PUBLIC WORKS	1	HEAVY EQUIPMENT OPERATOR	\$55,000
PUBLIC WORKS	1	HEAD MAINTAINER	\$54,000
LAND USE	1	CONSERVATION OFFICER	\$62,000
SENIOR SERVICES	<u>1</u>	SENIOR AIDE	<u>\$25,000</u>
TOTAL	<u>15</u>		<u>\$786,000</u>

Total Town personnel 165 FTE (2014-15)

**TOWN OF NEWTOWN
GENERAL FUND DEBT SERVICE BY DEPARTMENT
FISCAL YEAR 2013-2014**

<u>DEPARTMENT</u>	<u>PRINCIPAL & INTEREST</u>	
BOARD OF EDUCATION	5,404,288	53.2%
FAIRFIELD HILLS AUTHORITY	2,219,016	21.8%
LAND ACQUISITION/OPEN SPACE	1,116,774	11.0%
PARKS & RECREATION	449,543	4.4%
WATER/SEWER AUTHORITY	364,317	3.6%
FIRE COMMISSION	245,831	2.4%
PUBLIC WORKS	149,822	1.5%
LIBRARY	106,924	1.1%
ANIMAL CONTROL	59,941	0.6%
POLICE COMMISSION	42,472	0.4%
	<u>10,158,929</u>	



FISCAL YEAR 2013-2014 DEBT SERVICE

