

THE FOLLOWING MINUTES ARE SUBJECT TO APPROVAL BY  
THE BOARD OF SELECTMEN

The Board of Selectmen held a regular meeting Tuesday, January 17, 2023. The meeting was held in the Council Chambers at the Newtown Municipal Center. First Selectman Rosenthal called the meeting to order at 7:30p.m. and opened the meeting with salute to the flag.

**PRESENT:** First Selectman Daniel C. Rosenthal, Selectman Maureen Crick Owen and Selectman Ed Schierloh.

**ALSO PRESENT:** Finance Director Robert Tait, Deputy Director of Planning and Land Use Rob Sibley and Boy Scout Troop 370.

For the benefit of the scouts, the Board of Selectmen explained why the board discussed and acted on various agenda items.

**VOTER COMMENTS:** none.

**ACCEPTANCE OF THE MINUTES:** Selectman Crick Owen moved to accept the regular meeting minutes of December 19, 2022. Selectman Schierloh seconded. All in favor.

**COMMUNICATIONS:** none.

**FINANCE DIRECTORS REPORT:** Mr. Tait reported on bonding that will take place in March (att.).

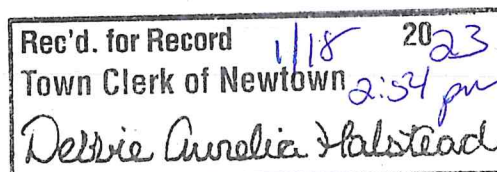
**NEW BUSINESS**

**Discussion and possible action:**

**ADD TO AGENDA:** Selectman Crick Owen moved to add the Road & Drainage Work Agreement bond release relative to 15 Alberts Hill to the agenda. Selectman Schierloh seconded. All in favor.

**Road & Drainage Work Agreement:** Mr. Sibley explained the current owner does not plan to develop as proposed. The plan has decreased from seven to two lots. Selectman Crick Owen moved to release the Road & Drainage Agreement bond, Walnut Tree Hill Road & Alberts Hill Road, in the amount of \$22,000 to Edward & Julie Kurose. Selectman Schierloh seconded. All in favor.

1. **Release of Fire Suppression Tank Bond – Schultz Subdivision (Alberts Hill Road):** Selectman Crick Owen moved to release the fire suppression tank bond for the Schultz Subdivision, #08-02, in the amount of \$45,000. Selectman Schierloh seconded. All in favor.
2. **American Rescue Plan Appropriation:** Selectman Schierloh noted that the town appreciates all the fire companies do; they are all volunteers. Selectman Schierloh moved the resolution providing for an appropriation totaling \$300,000; allocated to the Board of Fire Commissioners to be distributed to the Fire Companies for various capital acquisitions. Each company will get \$50,000 (5 x \$50,000) plus \$50,000 will be used for fire training equipment to be used company wide. All acquisitions will be coordinated through the Board of Fire Commissioners and through the Town Purchasing Director. To be funded from the American Rescue Plan (ARP) grant. (att.).
3. **Transfer:** Selectman Crick Owen moved the \$130,000 transfer from Salaries & Wages – Full Time to Salaries & Wagers – Overtime for the police department (att.). Selectman Schierloh seconded. All in favor.



4. **Presentation of Board of Selectmen 2023-2024 Budget:** First Selectman Rosenthal and Mr. Tait presented the budget saying the department requests were reduced by a total of \$1,301,205. Mr. Tait further reviewed the budget drivers: wages & salaries, medical, pension and operational expenses such as water/sewer, electricity, heating oil, gasoline, salt and materials and maintenance (att.). The First Selectman proposed budget represents an increase of \$25,043 or 0.05% over 2022-23 adopted budget. First Selectman Rosenthal said the budget is responsible and noted he is not saying the department requests for additional staff is not worthy and should be discussed in future years; he doesn't believe this is the year for it. The IT departments \$55,000 annual lease amount is replaced by an equivalent capital item for \$60,000, resulting in a \$55,000 savings per year. This item is in capital non-recurring. When the First Selectman certified pre-owned vehicle is replaced the current vehicle will go to the Deputy Fire Marshal. Mr. Tait went over Capital Non-Recurring (pg. 219, att.), the department budget request vs. First Selectman proposed (pg. 226 att.), the Pension trust fund (pg. 240, att.), the medical self-insurance fund (pg. 242, att.) the Capital Improvement Plan (CP) (pg. 246, att.). Mr. Tait said it is worth noting that at this point in the process expenditures don't include the Board of Education. The use of fund balance will offset the amount in capital non-recurring.
5. **Appointments/Reappointments/Vacancies/Opening:** Selectman Crick Own moved the Re-appointments and Appointments as presented (att.). Selectman Schierloh seconded. All in favor.
6. **Driveway Bond Release/Extension:** Selectman Crick Owen moved the driveway bond releases for Thomas Pacello 12 Sebastian Trail, M12, B2, L39.3 in the amount of \$1,000. Selectman Schierloh seconded. All in favor.
7. **Tax Refunds:** Selectman Crick Owen moved the tax refunds #12, 2022/23 in the amount of \$124,921.23. Selectman Schierloh seconded. All in favor.

**VOTER COMMENTS:** none.

**ANNOUNCEMENTS:** none.

**ADJOURNMENT:** Having no further business the regular Board of Selectmen meeting was adjourned at 8:36p.m.

*Att: Current Year Planned Bond Issue (3/2023); ARP Appropriation; Transfer; budget pages; Appt/Re-appt.*

Respectfully submitted,  
Susan Marcinek

Current Year Planned Bond Issue (3/2023):

Current Year Detail:

2022-23 CIP:

Hawley HVAC	1,500,000
Sandy Hook Memorial	700,000
High school stadium (rear) turf	450,000
Fire apparatus	500,000
Bridge replacement program	400,000
Glen road clean up	650,000
ETH parking lot	600,000
H.S. HVAC	836,000
Head O'Meadow boiler	424,000
	<hr/>
	6,060,000

A resolution providing for an appropriation totaling \$300,000; Allocated to the Board of Fire Commissioners to be distributed to the Fire Companies for various capital acquisitions. Each company will get \$50,000 (5 x \$50,000) plus \$50,000 will be used for fire training equipment to be used company wide. All acquisitions will be coordinated through the Board of Fire Commissioners and through the Town Purchasing Director. To be funded from the American Rescue Plan (ARP) grant.

\$300,000 requested appropriation was recommended by the ARP Working Group on 01/09/2023.

The ARP Working Group is comprised of the following:

Board of Selectmen

- Ed Schierloh \*

Board of Finance

- Sandy Roussas \*
- Erica Sullivan \*

Legislative Council

- Charles Gardner
- Matthew Mihalcik \*
- Michelle Ku \*

Ex-officio

- First Selectman, Dan Rosenthal \*

Board of Fire Commissioners  
C/O Fire Marshal Office  
3 Primrose St.  
Newtown, Ct. 06470



Patrick Reilly  
Chairman

BOARD OF FIRE COMMISSIONERS  
TOWN OF NEWTOWN

Special Meeting  
January 5 7:00 pm  
Sandy Hook Fire  
18 Riverside Rd. Sandy Hook, CT. 06482

Meeting Opened By: Pat Reilly, Chairman at 7:00 pm

Commissioners Present: Pat Reilly, Tim Whelan, Ron Bolmer, Tom Fitzgerald, Jay Nezvesky & Brian Sharnick  
Chiefs – Chief Digioia, Chief Murphy, Chief Capozziello & Ass't Chief Basso  
Purchasing Agent- David Ober

CALL TO ORDER

1. Discuss and make a recommendation to ARP Work Group - to propose equitable distribution of ARP funds for all five fire departments.

A motion was made by Commissioner Tim Whelan:

To recommend ARP funding to the 5 fire companies for \$50,000.00 each and \$50,000.00 for combined training aids, this funding will be used for the betterment of the Newtown Fire Service and its residents. Use of this funding will require approval by the Board of Fire Commission and the Towns Purchasing Department.

Seconded by Pat Reilly

After discussion

The motion passed unanimously

2. Discussion and possible action on change of service from PhysicianOne urgent care to another provider.

A motion was made by Commissioner Pat Reilly

Based on PhysicianOne's announcement of discontinuation of occupational health services for the Newtown Fire Department as of 1/21/2023, the Board of Fire Commissioners directs Newtown Firefighters to use Danbury Hospital for all medical issues that surface as it relates to fire services in Newtown. This includes any medical issues related to BBP (Bloodborne Pathogens).

For a long term solution as it relates to firefighter's physicals we will follow the Town of Newtown's recommendations once they have been worked out and if they meet the requirements needed for the fire service, including DOT and OSHA requirements.

For a short term solution as it relates to firefighter's physicals, it is the recommendation of the Board of Fire Commissioners to use DOCS Urgent care of Monroe, CT or ProHealth in Brookfield.

Seconded by Commissioner Tim Whelan

After discussion

The motion was passed unanimously

Meeting adjourned at 7:40pm.

Respectfully submitted,

*Nancy Schreiner*

Nancy Schreiner, BOFC Clerk



<u>FISCAL YEAR</u>	2022 - 2023	<u>DEPARTMENT</u>	Police	<u>DATE</u>	1/12/23
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[illegible]

Amount available in regular salaries due to worker's comp and a vacancy. See attached memo.

date:

- (1) DEPARTMENT HEAD
- (2) FINANCE DIRECTOR
- (3) SELECTMAN
- (4) BOARD OF SELECTMEN
- (5) BOARD OF FINANCE
- (6) LEGISLATIVE COUNCIL

**AUTHORIZATION SIGN OFF**

FIRST 335 DAYS >>>>WITH IN A DEPT.>>>>LESS THAN \$50,000>>>> (1), (2) & (3) SIGNS OFF; MORE THAN \$50,000>>>> (1), (2), (3) & (5)

>>>>ONE DEPT TO ANOTHER>>>>LESS THAN \$200,000>>>>ALL EXCEPT (6); MORE THAN \$200,000>>>>ALL SIGN OFF

**AFTER 335 DAYS** >>>>(1), (2), (3), (5) & (6)

ANY AMOUNT FROM CONTINGENCY>>>> ALL SIGN OFF

Department of  
Police Services  
191 S. Main Street  
Newtown, CT 06470



Bryan Bishop  
Captain  
Tel. (203) 426-5841  
Fax (203) 270-0637

## TOWN OF NEWTOWN

January 10, 2023

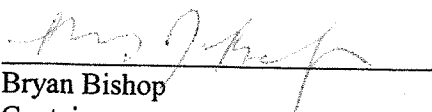
Daniel Rosenthal  
First Selectman  
Town of Newtown  
3 Primrose Street  
Newtown, CT 06470

Dear Sir,

I respectfully request a transfer to cover the Newtown Police Department's overtime budget. \$140,206.35 of the budgeted amount of \$166,675.00 for the fiscal year 2022-2023 has been exhausted, leaving \$26,468.65 for the remainder of the fiscal year, which has twelve pay periods left. For the first half of the fiscal year, the department has averaged \$10,014.74 in overtime expenses per pay period. Security at high school fall sporting events caused an additional overtime cost of \$6,157.83. Contractual obligations accounted for at least 84% usage of the overtime budget, with minimum staffing requirements accounting for 74% of the contractual overtime obligations. The patrol staffing shortages are a result of the patrol division having had a minimum of two officers out on leave while a third officer is in training. The patrol division continues to have two officers on leave, with an officer still training at least through the end of March.

In forecasting the overtime demand for the remainder of the fiscal year, the overtime usage from this time last year was looked at and averaged \$8,353.96. The patrol schedule is completed through April and shows about 60% of the shifts at minimum staffing, indicating a high likelihood of creating overtime if an officer takes off or has to go to training. Twelve officers must complete mandatory recertification training by the end of the fiscal year, which will impact patrol shift staffing. The end-of-fiscal year overtime comp time buyout for June 30, 2022, totaled \$8,775.46, an additional liability to the overtime expense account. Currently, the overtime comp time totals \$19,898.00, but officers use this to take time off, and it will most likely be a lesser amount by the end of the fiscal year.

Therefore, it is assumed the overtime costs for the remainder of the year will remain consistent. I am respectfully requesting \$130,000.00 be transferred to the police overtime account to cover the overtime expenses and end-of-year comp time buyout.

  
Bryan Bishop  
Captain





FIRST SELECTMAN PROPOSED 2023-24 BUDGET PRESENTATION

**DEPARTMENT REQUESTS VS. FIRST SELECTMAN PROPOSED BUDGET:**

- Department requests represented a 2.80% budget increase.
- Department requests were reduced by a total of \$1,301,205
  - \$551,000 - capital items were placed into the transfer to capital & non-recurring line item (to be offset by use of fund balance).
  - \$289,000 – (4) new employee positions were taken out.
    - Two new police positions were requested
    - One new emergency communications position was requested
    - One fire administration position was requested
  - \$141,000 - vacant positions that were eliminated (PW assistant town engineer & part time building inspector)
  - \$55,000 - contractual services reduced due to capital acquisition and the resulting saving (Info Tech)
  - \$66,000 - two vehicle replacements were denied (fire and public works admin vehicles)

**FIRST SELECTMANS PROPOSED 2023-24 BUDGET:**

- First Selectman proposed budget represents an increase of \$25,043 or 0.05% over 2022-23 adopted budget.

# FIRST SELECTMAN PROPOSED 2023-24 BUDGET PRESENTATION

## FIRST SELECTMAN PROPOSED 2023-24 BUDGET DRIVERS:

MAJOR DRIVERS:	Increase	
	\$	%
<b>OPERATIONAL BUDGET:</b>		
WAGES & SALARIES	171,000	1.26%
BENEFITS:		
MEDICAL	242,000	
PENSION	98,000	
SOC SEC	13,000	
OTHER	13,000	
OPERATIONAL EXPENSES (MAJOR):	366,000	5.68%
WATER/SEWER	60,000	
ELECTRICITY	113,000	
HEATING OIL	57,000	
GASOLINE	92,000	
WATER/SEWER	60,000	
SALT	105,000	
MATERIALS & MAINTENANCE	66,000	
IT - EMAIL SERVICES	24,000	
RECYCLING CONTRACT	51,000	7.20%
OTHER	123,000	
CAPITAL	49,000	9.55%
CAPITAL ROADS	250,000	
DEBT SERVICE	185,000	1.96%
OPERATIONAL BUDGET CHANGE	1,536,000	4.39%
TRANSFER OUT TO CAPITAL & NON-RECURRING	(1,699,000)	
TOTAL BOS BUDGET CHANGE	25,000	

wage increases offset by 1.5 vacant positions eliminated and new police officers starting at step 1

contribution to medical self insurance increased by 6%

inflationary pressures increasing energy costs; materials and contractual services

Capital amount kept relatively flat. Additions: requests are in capital & non-recurring

Planned increase. Road account is now at planned \$3,000,000 budget amount

Planned increase in the Capital Improvement Plan

This account has been offset by use of fund balance in revenue budget. It will most likely be increased through out the budget process to match use of fund balance amount

FIRST SELECTMAN PROPOSED 2023-24 BUDGET PRESENTATION

SUMMARY OF EXPENDITURES by Object

	2022 - 2023		2023 - 2024 BUDGET					Percent Change
	ADOPTED	AMENDED	12/31 ACTUAL	1st SELECTMAN	BOS	BOF	LC	
				PROPOSED	PROPOSED	RECOMMENDED		
MUNICIPAL SERVICES	B			A				A - B
WAGES & SALARIES	13,546,437	13,398,181	6,710,756	13,717,044	-	-	-	170,607
FRINGE BENEFITS	6,448,493	6,448,493	5,389,796	6,815,019	-	-	-	366,526
INSURANCE	1,151,515	1,151,515	832,583	1,165,000	-	-	-	13,485
OPERATING EXPENSES	8,019,127	8,130,659	4,332,769	8,596,670	-	-	-	577,543
CAPITAL	3,129,965	3,177,846	2,813,756	3,428,756	-	-	-	298,791
CONTINGENCY	115,000	103,843	-	115,000	-	-	-	-
CONTRIBUTIONS TO OUTSIDE AGENCIES:								-
TOWN AGENCIES	2,485,685	2,485,685	1,746,167	2,565,146	-	-	-	79,461
OTHER AGENCIES	83,945	83,945	10,000	113,895	-	-	-	29,950
TOTAL MUNICIPAL SERVICES	34,980,167	34,980,167	21,835,826	36,516,530	-	-	-	1,536,363
CAPITAL FINANCING - DEBT SERVICE	9,611,232	9,611,232	5,232,573	9,799,232	-	-	-	188,000
TRANSFER OUT TO CAP & NON RECURRING AND OTHER FUNDS	2,300,000	2,300,000	2,300,000	600,680	-	-	-	(1,699,320)
TOTAL BOARD OF SELECTMEN BUDGET	46,891,399	46,891,399	29,368,399	46,916,442	-	-	-	25,043
								0.05%

FIRST SELECTMAN PROPOSED 2023-24 BUDGET PRESENTATION

**EXPENDITURES - Wages & Salaries**

The budget for 2023 – 2024 includes contractual increases for union employees (including step increases for police officers) and increases for non union employees. Wages and salaries increased \$170,607 or 1.26% (compared with prior year adopted).

This represents mainly a combination of wage increases, the elimination of the (vacant) assistant town engineer position and new police officers starting at step one (retiring police officers were on the top step 5).

Current contracts call for the following increases for unionized full-time employees (\*\*\*) contract to be negotiated):

**Bargaining Unit**

	<u>Contract Expiration</u>	<u>Wage Increase</u>
The Newtown Town Hall Employees CSEA, Local 2001 SEIU	June 30, 2023	2.75% Estimate ***
The Newtown Public Works Employees Union, Local 1303-200 of Connecticut Council #4, AFSCME, AFL-CIO	June 30, 2025	2.99% Negotiated
Newtown Parks & Recreation Department Teamsters Union Local 145	June 30, 2023	2.75% Estimate ***
Newtown Police Union, Local #3153, Council #15, AFSCME, AFL-CIO	June 30, 2024	2.25% Negotiated
Newtown Emergency Tele-communicator and Police Clerical Local 1303-136 Of Council #4, AFSCME, AFL-CIO	June 30, 2024	2.25% Negotiated

**Non union employees**

The non union employee salaries in this budget reflect an increase of : 2.75%.

## FIRST SELECTMAN PROPOSED 2023-24 BUDGET PRESENTATION

### EXPENDITURES - Continued

#### Fringe Benefits

Fringe benefits increased \$366,526 or 5.68%. Fringe benefits represent the cost of employee health insurance; life insurance; long term disability insurance; pension benefits; defined contribution retirement plans and the employer's share of social security. These costs are allocated amongst the departments. Medical benefits, the major fringe benefit, have increased 6% due to medical claims experience in the medical self-insurance fund. Pension contributions have increased 5.3% due to negative investment experience in the pension fund offset by the effect of new employees entering the defined contribution plan (the Town pension plan is closed to new employees)

#### Insurance

Insurance has increased \$13,485 or 1.17%. Insurance represents the cost of the liability-auto-property (LAP) and workers' compensation (WC) policies. The Town (BOS & BOE) works closely with the Connecticut Inter-local Risk Management Agency (CIRMA) to manage our risks.

#### Operating Expenses

Operating expenses have increased by \$577,543 or 7.20%. Operating expenses represent non payroll operating expenditures such as utilities, building maintenance, supplies, contractual services, vehicle maintenance, training and continuing education, fees and professional services, equipment fuel and miscellaneous expenses. Increase is mainly due to an increased cost in energy costs, contractual services relating to recycling, an increase winter maintenance salt and other increases due to inflationary pressures.

#### Capital

Capital has increased by \$298,791 or 9.55%. Capital represents expenditures of items with a useful life of more than one year, such as infrastructure, roads, motor vehicles, construction equipment, computers and office equipment. The increase is mainly due an increase in the roads account. Due to the condition of roads, a plan was put into place to increase the capital road account each year by \$250,000 until the account reaches \$3,000,000. 2014-15 was the first fiscal year of this plan. The road account is up to \$3,000,000 (in this budget).

## FIRST SELECTMAN PROPOSED 2023-24 BUDGET PRESENTATION

### Contingency

The contingency account is established to provide for unforeseen costs that might arise during the year. There are no expenditures in this account, only budget (appropriation) transfers to other budget accounts. The contingency amount for 2023-24 has remained the same.

### Contributions to Outside Agencies – Town Agencies

Contributions to Town agencies has increased by \$79,461 or 3.20%.

Town agencies include: Town Hall Board of Managers; Cyrenius H. Booth Library; Newtown Youth & Family Services; Newtown Health District; Children's Adventure Center and the District Probate Court. The increase is mainly due to the library and health district.

### Contributions to Outside Agencies – Other Agencies

Contributions to other agencies has increased \$29,950 or 35.68%. This is mainly due to reclassifying Newtown Underwater Search & Rescue (NUSAR) from the Emergency Management Department to Outside Agencies. NUSAR is not a Town department. It is a not for profit agency.

### Capital Financing – Debt Service

The annual appropriation for debt service is planned and determined by the Town's Capital Improvement Program (CIP). Planned projects still need to go thru the special appropriation process to move forward. The CIP covering fiscal years 2022 – 2023 thru 2026 – 2027 has planned \$58,700,000 (\$38,065,000 to be bonded) towards Newtown's capital infrastructure over the next five years. While the CIP continues the long term commitment to the Town's capital needs, it also reflects the economic challenges currently facing the Town. The CIP ensures the funding of necessary capital items while keeping the debt service budget at appropriate levels. Debt service has increased \$188,000 or 1.96% due to a reduction in the current debt service schedule offset by a new bond issue in March 2023 and the application of debt service (fund) funds. The debt service amount remains under the 9.0% budget cap established in the Town debt service policy. See page 299 for the current CIP plan.



FIRST SELECTMAN PROPOSED 2023-24 ANNUAL BUDGET

SUMMARY BY FUNCTION / DEPARTMENT											
	2020 - 2021 ACTUALS	2021 - 2022 ACTUALS	2022 - 2023		12/31 ACTUAL	2023 - 2024 BUDGET			LC ADOPTED	CHANGE	
			ADOPTED	AMENDED		BOS PROPOSED	BOF RECOMMENDED	\$ A - B		%	
											1st SELECTMAN PROPOSED
GENERAL GOVERNMENT											
SELECTMEN	425,211	392,962	453,069	453,069	215,705	456,650	-	-	-	3,581	0.79%
SELECTMEN - OTHER	150,335	162,915	160,100	160,100	71,354	165,100	-	-	-	5,000	3.12%
HUMAN RESOURCES	117,181	123,648	124,849	124,849	73,962	137,133	-	-	-	12,284	9.84%
TAX COLLECTOR	374,463	383,107	406,439	406,439	257,658	417,782	-	-	-	11,343	2.79%
PURCHASING	72,366	54,081	77,319	77,319	73,072	84,001	-	-	-	6,682	8.64%
PROBATE COURT	7,590	11,956	8,572	8,572	-	9,001	-	-	-	429	5.00%
TOWN CLERK	297,638	289,091	312,829	312,829	187,778	324,335	-	-	-	11,506	3.68%
REGISTRARS	130,410	153,469	172,618	172,618	105,797	199,475	-	-	-	26,857	15.56%
ASSESSOR	284,834	320,552	346,593	346,593	190,993	357,148	-	-	-	10,555	3.05%
FINANCE	551,045	552,582	567,517	567,517	346,599	584,983	-	-	-	17,466	3.08%
TECHNOLOGY DEPARTMENT	825,377	767,095	817,934	817,934	470,612	797,818	-	-	-	(20,116)	-2.46%
UNEMPLOYMENT	133	-	8,000	8,000	-	5,000	-	-	-	(3,000)	-37.50%
OPEB CONTRIBUTION	179,285	181,663	184,113	184,113	184,113	189,160	-	-	-	5,047	2.74%
PROFESSIONAL ORGANIZATIONS	33,481	41,108	41,108	41,108	40,424	41,756	-	-	-	648	1.58%
INSURANCE	1,108,569	1,105,366	1,143,515	1,143,515	832,583	1,160,000	-	-	-	16,485	1.44%
LEGISLATIVE COUNCIL	44,963	46,000	47,000	47,000	25,000	47,940	-	-	-	940	2.00%
DISTRICT CONTRIBUTIONS	-	300	300	300	-	5,000	-	-	-	-	0.00%
SUSTAINABLE ENERGY COMM	-	40,000	40,000	40,000	40,000	40,000	-	-	-	-	0.00%
FAIRFIELD HILLS AUTHORITY	40,000	40,000	40,000	40,000	40,000	40,000	-	-	-	-	0.00%
	4,644,230	4,625,895	4,916,875	4,916,875	3,115,649	5,022,582	-	-	-	105,707	2.15%

Mainly salaries and benefits

FIRST SELECTMAN PROPOSED 2023-24 ANNUAL BUDGET

SUMMARY BY FUNCTION / DEPARTMENT (continued)											
	2020 - 2021	2021 - 2022	2022 - 2023		2023 - 2024 BUDGET		2023 - 2024 BUDGET		CHANGE		
	ACTUALS	ACTUALS	ADOPTED	AMENDED	12/31 ACTUAL	1st SELECTMAN	BOS	BOF	ADOPTED	\$	%
			B			A	PROPOSED	RECOMMENDED	LC	A - B	
<b>PUBLIC SAFETY</b>											
EMERGENCY COMMUNICATIONS	1,146,130	1,168,422	1,233,847	1,233,847	678,938	1,272,825	-	-	-	38,978	3.16%
POLICE	7,088,043	7,185,056	7,519,522	7,519,522	4,748,772	7,806,206	-	-	-	286,684	3.81%
ANIMAL CONTROL	151,043	170,160	174,491	174,491	113,123	181,826	-	-	-	7,335	4.20%
FIRE	1,390,247	1,395,448	1,422,576	1,422,576	489,045	1,454,579	-	-	-	32,003	2.25%
EMERGENCY MANAGEMENT	59,603	55,720	64,445	64,445	27,649	40,090	-	-	-	(24,355)	-37.79%
LAKE AUTHORITIES	46,947	53,735	53,735	64,892	64,892	73,117	-	-	-	19,382	36.07%
N.W. SAFETY COMMUNICATION	11,489	11,489	11,590	11,590	11,489	11,590	-	-	-	-	0.00%
EMERGENCY MEDICAL SERVICES	270,000	270,000	270,000	270,000	242,026	270,000	-	-	-	-	0.00%
NW CONNECTICUT EMS COUNCIL	-	-	250	250	-	250	-	-	-	-	0.00%
BUILDING DEPARTMENT	400,689	409,577	440,766	440,766	271,113	430,941	-	-	-	(9,825)	-2.23%
	10,564,190	10,719,608	11,191,222	11,202,379	6,647,047	11,541,424	-	-	-	350,202	3.23%
<b>PUBLIC WORKS</b>											
HIGHWAY	7,802,286	8,224,156	8,638,503	8,579,503	6,111,090	9,019,919	-	-	-	381,416	4.42%
WINTER MAINTENANCE	675,990	683,397	677,071	704,071	445,307	778,430	-	-	-	101,359	14.97%
TRANSFER STATION	1,447,268	1,486,642	1,823,516	1,823,516	874,887	1,877,029	-	-	-	53,513	2.93%
PUBLIC BUILDING MAINTENANCE	778,643	774,358	904,051	936,051	383,141	1,169,470	-	-	-	265,419	29.36%
	10,704,198	11,166,553	12,043,141	12,043,141	7,814,425	12,844,848	-	-	-	801,707	6.66%
<b>HEALTH AND WELFARE</b>											
SOCIAL SERVICES	317,487	324,970	335,727	335,727	191,274	348,968	-	-	-	13,241	3.94%
SENIOR SERVICES	315,176	321,571	349,388	349,388	168,301	362,137	-	-	-	12,749	3.65%
NEWTOWN HEALTH DISTRICT	408,441	413,241	434,879	434,879	426,853	454,898	-	-	-	20,019	4.60%
NEWTOWN YOUTH & FAMILY SERVICES	301,597	301,982	303,447	303,447	86,630	305,467	-	-	-	2,020	0.67%
CHILDREN'S ADVENTURE CENTER	143,188	144,886	142,853	142,853	145,530	147,861	-	-	-	5,008	3.51%
OUTSIDE AGENCY CONTRIBUTIONS	63,592	70,945	83,945	83,945	10,000	113,895	-	-	-	29,950	35.68%
	1,549,482	1,577,594	1,650,239	1,650,239	1,026,589	1,733,226	-	-	-	82,987	5.03%

Mainly roads;  
gasoline; & medical  
benefits

Mainly health  
benefit; pension; &  
police vehicle price  
increase

Mainly salt  
increased cost

Mainly utility &  
energy increased  
cost

FIRST SELECTMAN PROPOSED 2023-24 ANNUAL BUDGET

SUMMARY BY FUNCTION / DEPARTMENT (continued)											
	2020 - 2021	2021 - 2022	2022 - 2023		1st SELECTMAN	2023 - 2024 BUDGET		CHANGE			
	ACTUALS	ACTUALS	ADOPTED	AMENDED	12/31 ACTUAL	PROPOSED	RECOMMENDED	LC	ADOPTED	\$	%
<b>PLANNING</b>			B							A - B	
LAND USE	683,247	708,986	740,542	740,542	426,734	757,578	-	-	-	17,036	2.30%
ECONOMIC & COMMUNITY DEVELOPMENT	134,613	136,484	140,809	140,809	67,896	143,036	-	-	-	2,227	1.58%
GRANTS ADMINISTRATION	27,655	26,357	28,836	28,836	14,092	29,522	-	-	-	686	2.38%
NW CONSERVATION DISTRICT	-	1,040	1,040	1,040	-	1,040	-	-	-	-	6.66%
	845,515	872,868	911,227	911,227	508,722	931,176	-	-	-	19,949	2.19%
<b>RECREATION &amp; LEISURE</b>											
PARKS AND RECREATION	2,291,400	2,358,026	2,546,557	2,546,557	1,632,656	2,669,754	-	-	-	123,197	4.84%
LIBRARY	1,423,908	1,408,013	1,407,621	1,407,621	892,397	1,447,231	-	-	-	39,610	2.81%
NEWTOWN CULTURAL ARTS COMM	-	-	-	-	-	-	-	-	-	-	-
NEWTOWN PARADE COMMITTEE	-	-	1,400	1,400	1,585	1,600	-	-	-	200	14.29%
	3,715,308	3,766,039	3,955,578	3,955,578	2,526,638	4,118,585	-	-	-	163,007	4.12%
<b>CONTINGENCY</b>											
CONTINGENCY	-	-	115,000	103,843	-	115,000	-	-	-	-	0.00%
<b>DEBT SERVICE</b>											
DEBT SERVICE	9,485,797	9,711,658	9,611,232	9,611,232	5,232,573	9,799,232	-	-	-	188,000	1.96%
<b>OTHER FINANCING USES</b>											
TOWN HALL BOARD OF MANAGERS	180,345	195,124	196,885	196,885	196,756	209,688	-	-	-	12,803	6.50%
RESERVE FOR CAP & NON-REC EXP	2,907,625	819,856	2,300,000	2,300,000	2,300,000	600,680	-	-	-	(1,699,320)	-
TRANSFER OUT - TO OTHER FUNDS	10,375	-	-	-	-	-	-	-	-	-	-
	3,098,345	1,014,980	2,496,885	2,496,885	2,496,756	810,368	-	-	-	(1,686,517)	-
<b>TOTAL BOARD OF SELECTMEN BUDGET</b>	44,607,065	43,457,195	46,891,399	46,891,399	29,368,399	46,916,442	-	-	-	25,043	0.05%

Mainly wages & benefits; & cost of materials.

Planned in CIP

It is recognized that this line item distorts the budget overall % increase. Without it the municipal services or operational budget increased 4.4%. Without the \$250,000 roads increase the operational budget increased 3.7%.



## DEPARTMENT: RESERVE FOR CAPITAL NONRECURRING

## INFORMATION TECHNOLOGY

**New VM system to replace lease (resulting in savings)**

**1 new police vehicle**

### Personal protective equipment

Truck mounted traffic flow board

light tower upgrade  
hydraulic ram

## Dept. Total

1 new all season body replacement for a 2008 Volvo 8 ton six wheel dump truck, and replace outer frame rails from truck cab rearward. This frame/body is severely rotted and will extend the life of this truck for another 6 to 8 years

85,000

Rail replacement will extend the life of the truck for 8 to 10 years.

60,000

to be recycled to the Deputy Fire Marshal

40,000

...show plow, this plow has been in service many years and has reached its end of service life.

15,000

## Dept. Total

Continued window abatement & refurbishment at the Municipal Center  
sidewalk ramp at 8 West

**sidewalk repair & replacement at the Municipal Center**

OW Voltrac is the only lead paint removal, prep, prime & paint

### Low voltage lighting replacement at Municipal Center

**PARKS & RECREATION:**

Dept. Total

Graco 5900 line painter - replace 12 year old line painter

25,000

**BOARD OF EDUCATION:**

## BOE building & site maintenance projects

## BOE technology equipment

Dept.Total

**TOTAL DESIGNATED**

600,680

**UNDESIGNATED**



# Department budget requests Vs. First Selectman proposed

## TOWN OF NEWTOWN DEPARTMENT REQUEST VS FIRST SELECTMAN PROPOSED 2023 - 2024 BUDGET

	2020 - 2021		2021 - 2022		2022 - 2023		2023 - 2024 BUDGET		COMMENTS
	ACTUALS		ACTUALS		ADOPTED	AMENDED	DEPARTMENT 1st SELECTMAN REQUEST	PROPOSED	
<b>SELECTMEN</b>							a	b	b - a
SALARIES & WAGES - FULL TIME	177,133		181,702		183,696	183,696	185,636	185,636	-
GROUP INSURANCE	22,387		23,038		23,668	23,668	24,992	24,992	-
SOCIAL SECURITY CONTRIBUTIONS	13,551		13,835		14,053	14,053	14,201	14,201	-
RETIREMENT CONTRIBUTIONS	13,769		13,344		13,152	13,152	13,022	13,022	0
TOWN HALL O.T. /ED. /LONGEVITY	9,874		7,428		10,000	10,000	10,300	10,300	-
PROF SYS - LEGAL	181,796		145,906		200,000	200,000	200,000	200,000	-
DUES, TRAVEL & EDUCATION	879		2,701		2,000	2,000	2,000	2,000	-
OFFICE SUPPLIES	1,195		1,202		1,500	1,500	1,500	1,500	-
OTHER EXPENDITURES	4,627		3,806		5,000	5,000	5,000	5,000	-
	425,211		392,962		453,069	453,069	456,650	456,650	0
<b>SELECTMEN - OTHER</b>									
SOCIAL SECURITY CONTRIBUTIONS	3,286		3,144		3,500	3,500	3,500	3,500	-
REPAIR & MAINTENANCE SERVICES	1,563		607		1,600	1,600	1,600	1,600	-
COPPER LEASING	31,374		29,746		35,000	35,000	30,000	30,000	-
POSTAGE	49,260		54,597		50,000	50,000	55,000	55,000	-
ADVERTISING	18,352		24,879		20,000	20,000	25,000	25,000	-
MEETING CLERKS	46,500		49,943		50,000	50,000	50,000	50,000	-
	150,335		162,915		160,100	160,100	165,100	165,100	-
<b>HUMAN RESOURCES</b>									
SALARIES & WAGES - FULL TIME	80,147		82,180		84,259	84,259	86,575	91,575	5,000 Increase salary to reflect current job market
GROUP INSURANCE	16,914		17,429		17,931	17,931	18,973	18,973	-
SOCIAL SECURITY CONTRIBUTIONS	5,907		6,022		6,446	6,446	6,623	7,006	383
RETIREMENT CONTRIBUTIONS	4,007		4,109		4,213	4,213	4,329	4,579	250
PROF SYS - OFFICIAL /	8,711		13,908		11,000	11,000	14,000	14,000	-
DUES, TRAVEL & EDUCATION	1,495		-		1,000	1,000	1,000	1,000	-
	117,181		123,648		124,849	124,849	131,500	137,133	5,633



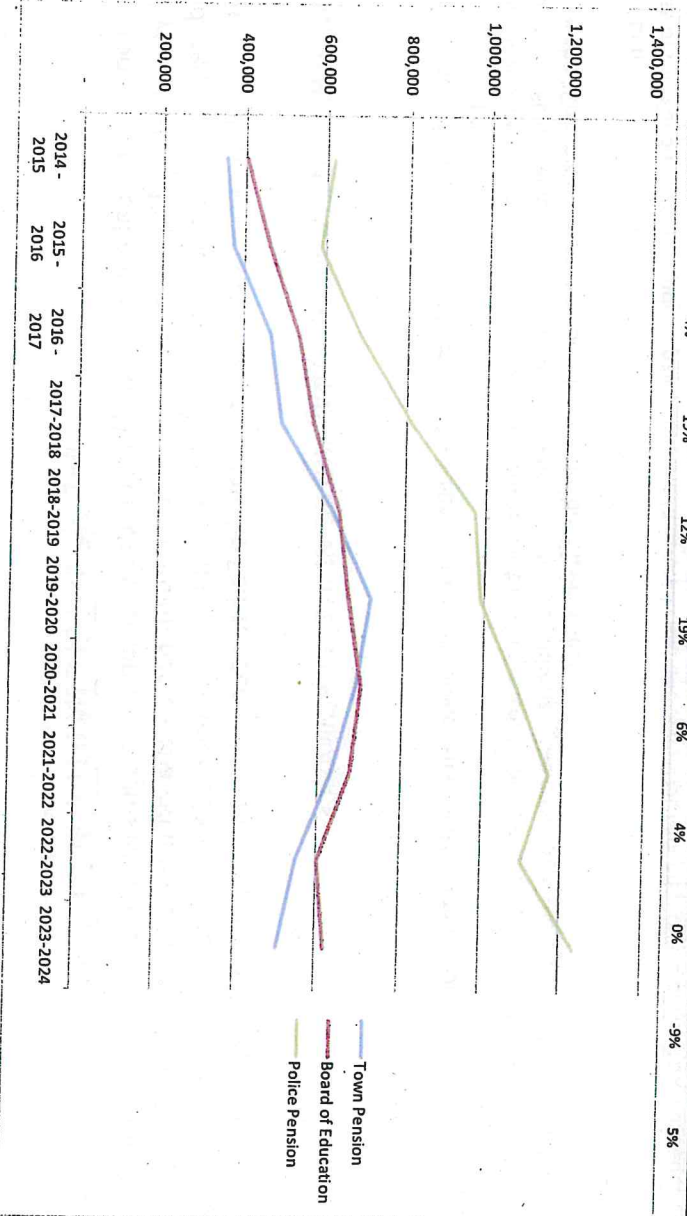
## PENSION TRUST FUND

The Town contributes to three pension plans: Selectmen and Board of Education Personnel, Police Personnel and Elected Officials. Two of the plans, the Selectmen and Board of Education Personnel and the Police Personnel, are single employer, contributory, defined benefit pension plans. The Elected Officials plan is a single employer defined contribution pension plan. All three plans are included in one pension trust fund. The departments in the budget are charged their share of the pension contribution amount according to a percent of payroll figure determined by the actuary. The last ten years of pension contributions made are presented below:

### PENSION - ANNUAL REQUIRED CONTRIBUTIONS (ARC):

#### Board of Selectmen:

	2014 - 2015	2015 - 2016	2016 - 2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	Increase (decrease)
Town Pension	354,822	373,516	467,138	495,371	626,219	720,920	687,277	632,672	551,024	505,865	\$ (45,159)
Police Pension	615,427	586,601	685,944	814,974	974,971	988,509	1,083,679	1,164,195	1,099,390	1,234,645	135,255
Total BOS	970,249	960,117	1,153,082	1,310,345	1,601,190	1,709,429	1,770,956	1,796,867	1,650,414	1,740,510	80,096
Board of Education	402,958	462,620	534,733	574,958	642,711	669,083	703,387	680,222	601,197	622,111	20,914
TOTAL CONTRIBUTIONS	1,373,207	1,422,737	1,687,815	1,885,303	2,243,901	2,378,512	2,474,343	2,477,089	2,251,611	2,362,621	111,010
% Increase		4%	19%	12%	19%	6%	4%	0%	-9%	5%	



## **MEDICAL SELF INSURANCE FUND**

The Town (both municipal and education) made the decision to go self insured for medical benefits (from a premium based plan) for the fiscal year 2010-2011. To reduce some risk the Town has purchased individual stop loss insurance in the amount of \$175,000 per claim and aggregate stop loss insurance covering any claims over 125% of the aggregate expected claims. In January 2011 the Legislative Council passed an ordinance creating the Self-funded Health Insurance Fund Committee:

### **SELF-FUNDED HEALTH INSURANCE FUND AND COMMITTEE ORDINANCE**

1. Title  
This article shall be known and may be cited as the "Self-Funded Health Insurance Fund and Committee Ordinance".
2. Creation of Fund and Committee  
The Town of Newtown, hereinafter referred to as the "Town", by this Ordinance, authorizes the creation of the "Self-Funded Health Insurance Fund," hereinafter referred to as the "Fund," whose purpose is described below, and also authorizes the creation of the "Self-funded Health Insurance Fund Committee," hereinafter referred to as the "Committee" whose responsibilities are described below.
3. Purpose of Fund  
The purpose of this Fund is to hold funds to pay claims made by municipal and School District employees of the Town as required in fulfilling employee health insurance obligations of the Town of Newtown, and other such liabilities relating to those claims and obligations.
4. Partner or Partners  
For the purposes of this Ordinance it is the intention of the Town of Newtown to have the Board of Selectman and Board of Education, work collaboratively as "partner" or "partners," in connection with the Fund and the benefits paid by the Fund pursuant to the above paragraph.
5. Responsibilities of the Committee  
The Committee Shall:
  - a. Serve the interests of the Municipal and Education departments of the Town.
  - b. Recommend the level of annual or other contributions to the Fund by the Town and apportionment to each of the Partners, in consultation with the insurance consultant in his work with the insurance provider.
  - c. Serve as an information bridge between the town insurance consultant and the Partners.
  - d. Work with the Town and the insurance consultant as needed in any matters pertaining to health benefits.

**CAPITAL IMPROVEMENT PLAN (CIP)**

The Capital Improvement Plan ("CIP") is a five-year plan identifying the Town's capital outlay and improvement needs. As a long-range plan, the CIP reflects the Town's policy regarding future physical and economic development. By providing a planned schedule of public improvements, the CIP outlines present and future public needs and priorities. A capital improvement is defined as any expenditure for equipment, buildings, infrastructure, land acquisition, plan or project in which the cost equals or exceeds \$200,000.

Capital project planning is an ongoing process. Each year the CIP document is updated. The need or idea for capital improvements can originate from the department heads, the First Selectman, the Superintendent of Schools, and boards and commissions. These items are compiled into this document and presented annually to the Board of Finance and Legislative Council. Once approved, the CIP outlines the Town's official commitment to funding these expenditures in the subsequent year's budgets.

Adopting a CIP does not end with the first year. Changing needs and priorities, emergencies, cost changes, mandates and changes in technology all require the CIP to be updated annually. The Town's public facilities, streets, parks, equipment, etc. are constantly in need of repair, replacement or expansion. A growing population will require additional or new facilities. These reasons require that the CIP be updated to maintain the financial solidity of the Town. The CIP achieves the following objectives as a component of the Town's budget and financial planning process:

- Reduces the need for "crash programs" to finance the construction of Town facilities.
- Focuses attention on community goals, needs and capabilities.
- Achieves optimum use of taxpayer dollars.
- Guides future community growth and development.
- Advance planning ensures that projects are well thought out in advance of construction.
- Provides for the orderly replacement of capital expenditures.
- Encourages a more efficient governmental administration as well as maintains a sound and stable financial program.



## **BOARD OF SELECTMEN – January 17, 2023**

### **RE-APPOINTMENT**

#### **Board of Ethics, alt.**

(U) Mae Grant, 53A Mile Hill Rd. S. 01/06/23 – 01/06/27

#### **Commission on Aging**

(U) Anne Rothstein, P.O. Box 3007 01/06/23 – 01/06/26  
(D) William Darrin, 78 Poverty Hollow Rd. \*move to a full bd. member: 01/06/23 – 01/06/26  
(D) Judit DeStefano, (alternate) 12 Horeshoe Ridge Rd. 01/06/23 – 01/06/25

#### **Parks & Recreation**

(R) David Payne, 57 Buttonball Drive, SH 01/06/23 -01/06/25

#### **Lake Zoar Authority**

(U) Jerome Kozera, 30 Underhill Rd., SH 01/06/23 – 01/06/26

#### **Lake Lillinonah Authority**

(U) Richard Johnson, 96 Castle Hill Rd. 01/06/23 – 01/06/26

#### **Employee Medical Benefits Board**

(U) James O'Sullivan, 54 Butterfield Rd. 01/06/23 – 01/06/25

#### **Pension Committee**

(D) Sam Broomer, 33 Oak Ridge Dr. 01/06/23 – 01/06/25  
(R) Joseph Eppers, 31 Russett Rd., SH 01/06/23 – 01/06/25  
(U) Thomas Snayd, 46 Flat Swamp Rd. 01/06/23 – 01/06/25  
Paula Wickman, Police Rep. 01/06/23 – 01/06/25

#### **Public Building & Site Commission**

(U) Art Norton, 3 Indian Hill La., SH 01/06/23 – 01/06/27

#### **Sustainable Energy Commission**

(U) David Stout, 9 Grand Place 01/06/23 – 01/06/26

### **APPOINTMENT**

#### **Community Center Commission**

(D) Jean Coville Dawe, 2 Madison Dr. 12/31/22 – 12/31/26  
(U) Benjamin Ruben, Sr., 115 Brushy Hill Rd. 12/31/22 – 12/31/26