

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

The Board of Selectmen held a regular meeting Monday, August 6, 2018, in the Council Chamber, Newtown Municipal Center, 3 Primrose Street, Newtown. First Selectman Rosenthal called the meeting to order at 7:30p.m.

PRESENT: First Selectman Daniel C. Rosenthal, Selectman Maureen Crick Owen and Selectman Jeff Capeci.

ALSO PRESENT: Five members of the public and one member of the press.

VOTER COMMENTS: Mel Cunningham, 36 Algonquin Trail, Vice President of the Cedarhurst Association presented a thank you note, signed by the Cedarhurst community and framed, saying the Cedarhurst area suffered real devastation from the May 15 tornado. The response from the first responders and the Dept. of Public Works was terrific and the Cedarhurst community expressed appreciation. First Selectman Rosenthal said there are wonderful people in the community, the storm clean up was difficult and complicated and the effort was extraordinary, the heavy lifting was done by the highway department and first responders. There was no debate over appropriating money for the clean-up. Selectman Capeci stated the boards supported the effort but it was the public employees and emergency and fire personnel that addressed the issues in the aftermath of the storm.

ACCEPTANCE OF THE MINUTES: Selectman Capeci moved to accept the minutes of the regular meeting of 07/16/18 and moved to accept the minutes of the special meeting of 07/07/18. Selectman Crick Owen seconded. All in favor.

COMMUNICATIONS: Finance Director Bob Tait has requested when looking for quotes for work, departments get two local quotes from the Economic Development catalog. The hiring process continues for a Purchasing Director.

FINANCE DIRECTORS REPORT: none.

NEW BUSINESS

Discussion and possible action:

1. **8-24 Mandatory Referral Newtown Police Department:** Selectman Crick Owen moved the referral for funding for the Police Department project in the estimated amount of \$15,000,000 under CGS 8-24. Selectman Capeci seconded. Planning and Zoning will act on this on Aug. 16. All in favor.
2. **Town Hall Union Contract:** Selectman Crick Owen moved to accept the Town Hall Union Contract, which extends the contract to 2018-19 fiscal year, pursuant to the Memorandum of Understanding (att.). Selectman Capeci requested more information on the extension via a non-meeting. First Selectman Rosenthal agreed to address questions at a non-meeting following adjournment. All in favor.
3. **Road Work Acceptance:** Selectman Crick Owen moved to accept the Road Work Acceptance, Road & Drainage Work Agreement for Robin Hill Road, "The Preserve at Newtown Open Space Conservation" Subdivision and to release the \$178,000 bond, as recommended by the Town Engineer. Selectman Capeci seconded. All in favor.

Rec'd. for Record 8-7-2018
Town Clerk of Newtown 1:00 pm
Debbie Aurelia Halstead

4. **2017-2018 Fiscal Year End Budget Transfers:** Selectman Capeci questioned page 5, Land Use and Selectmen legal transfer. After discussion it was believed the written explanation was correct. The Governor requested FEMA relief on July 9; the state delegation in Washington wrote a letter in support of the request. Selectman Crick Owen moved the Town of Newtown 2017-2018 Fiscal Year End Budget Transfer Request in the amount of \$104,587, with page 5 amended to reflect \$4,820 legal transfer from Selectman to Land Use, (att.). Selectman Capeci seconded. All in favor.
5. **Appointments/Reappointments/Vacancies/Opening:** Selectman Capeci moved the reappointments Phil Clark to the Fairfield Hills Authority for a term to expire 7/31/21. Selectman Crick Owen seconded. All in favor. Selectman Crick Owen moved the appointment of Don Drapo, Jr. (Manufacturing) and Sue Shortt (Farming) to the Business Advisory Committee. Selectman Capeci seconded. All in favor.
6. **Driveway Bond Release/Extension:** Selectman Crick Owen moved the driveway bond release for Grassy Hill Builders, LLC, Ox Hill Rd, M13, B6, L21.1 in the amount of \$1,000 and the driveway bond release for Whelan Homes, LLC, Toddy Hill Rd., M46, B4, L11 in the amount of \$1,000 and the driveway bond release for H. Tom Parson, 49 Old Green Rd., M25, B1, L54 in the amount of \$1,000. Selectman Capeci seconded. All in favor.
7. **Tax Refunds:** none.

VOTER COMMENTS: none.

ANNOUNCEMENTS: none.

ADJOURNMENT: Having no further business the regular Board of Selectmen meeting adjourned at 8:01p.m.

Att: Memorandum of Understanding; TON FY 2017-18 Year End Transfers

Sue Marcinek, Clerk

Memorandum of Agreement

The Town of Newtown and the Town Hall Union hereby agree to extend for one year, the current collective bargaining contract which expired on June 30, 2018. The terms of the current contract will automatically roll over through June 30, 2019.

This extension includes a 2% increase. The premium cost share for employees is to remain at 12%.

The remainder of the contract remains in force, unchanged through and including negotiated extension period.

For the Town

Date

For the Union

Date

Town of Newtown

2017-18 Fiscal Year End Budget Transfer Request

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<u>Department</u>	<u>Account Number</u>	<u>Account Name</u>	<u>Transfers</u>	
			<u>From</u>	<u>To</u>
Selectmen - Other	1-101-11-105-5531-0000	Postage	1,000	
Selectmen - Other	1-101-11-105-5443-0000	Copier Leasing		1,000

EXPLANATION:

Inter-departmental transfer. Amount over due to paper usage.

<u>Department</u>	<u>Account Number</u>	<u>Account Name</u>	<u>Transfers</u>	
			<u>From</u>	<u>To</u>
Social Services	1-101-11-110-5210-0000	Group Insurance	5,813	
Social Services	1-101-11-110-5220-0000	Social Security Contributions		1,502
Social Services	1-101-11-110-5230-0000	Retirement Contributions		4,311

EXPLANATION:

Inter-departmental transfer. Off setting employee benefit amounts relating to VOCA grant town share.

<u>Department</u>	<u>Account Number</u>	<u>Account Name</u>	<u>Transfers</u>	
			<u>From</u>	<u>To</u>
Finance	1-101-11-200-5210-0000	Group Insurance	10	
Finance	1-101-11-200-5220-0000	Social Security Contributions		10

EXPLANATION:

Inter-departmental transfer. Misc. adjustment

<u>Department</u>	<u>Account Number</u>	<u>Account Name</u>	<u>Transfers</u>	
			<u>From</u>	<u>To</u>
Police	1-101-12-310-5220-0000	Social Security Contributions	778	
Police	1-101-12-310-5230-0000	Retirement Contributions		778

EXPLANATION:

Inter-departmental transfer. Due to new employee going on a defined contribution plan (not budgeted for)

Town of Newtown

2017-18 Fiscal Year End Budget Transfer Request

<u>Department</u>	<u>Account Number</u>	<u>Account Name</u>	<u>Transfers</u>	
			<u>From</u>	<u>To</u>
Fire	1-101-12-320-5110-0000	Salaries & Wages - Full Time	857	
Fire	1-101-12-320-5115-0000	Salaries & Wages - Part Time	4,370	
Fire	1-101-12-320-5210-0000	Group Insurance	19	
Fire	1-101-12-320-5220-0000	Social Security Contributions	1,559	
Fire	1-101-12-320-5435-0000	Radio & Pager Service	422	
Fire	1-101-12-320-5436-0000	Truck Repair	1,198	
Fire	1-101-12-320-5520-0000	Insurance Other Than Employee Benefits	1,940	
Fire	1-101-12-320-5611-0000	Office Supplies	188	
Fire	1-101-12-320-5621-0000	Energy - Natural Gas	786	
Fire	1-101-12-320-5622-0000	Energy - Electricity	4,236	
Fire	1-101-12-320-5623-0000	Energy - Bottled Gas	1,903	
Fire	1-101-12-320-5624-0000	Energy - Oil	2,218	
Fire	1-101-12-320-5745-0000	Fire Equipment	1,601	
Fire	1-101-12-320-5749-0000	Capital	1,058	
Fire	1-101-12-320-5290-0000	Other Employee Benefits		11,499
Fire	1-101-12-320-5411-0000	Water/Sewer		127
Fire	1-101-12-320-5412-0000	Hydrants		5,559
Fire	1-101-12-320-5430-0000	Repair & Maintenance Services		5,170

EXPLANATION:

Inter-departmental transfer. Typical rebalancing of Fire Commission accounts.

Other employee benefits mainly represents the Length of Service Awards Program funding.

Town of Newtown
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<u>Department</u>	<u>Account Number</u>	<u>Account Name</u>
Emergency Management	1-101-12-330-5611-0000	Office Supplies
Emergency Management	1-101-12-330-5220-0000	Social Security Contributions

EXPLANATION:

Inter-departmental transfer. Misc. adjustment

<u>Transfers</u>	
<u>From</u>	<u>To</u>
3	3

<u>Department</u>	<u>Account Number</u>	<u>Account Name</u>
PW - Highway	1-101-13-500-5625-0000	Energy - Gasoline
PW - Highway	1-101-13-500-5580-0000	Dues, Travel & Education
PW - Highway	1-101-13-500-5651-0000	Street Signs

EXPLANATION:

Inter-departmental transfer. Educational courses under budgeted. There were savings in gasoline account.

<u>Transfers</u>	
<u>From</u>	<u>To</u>
842	836
	6

<u>Department</u>	<u>Account Number</u>	<u>Account Name</u>
PW - Winter Maintenance	1-101-13-510-5130-0000	Salaries & Wages - Overtime
PW - Winter Maintenance	1-101-13-510-5505-0000	Contractual Services
PW - Winter Maintenance	1-101-13-510-5747-0000	Machinery & Equipment
PW - Winter Maintenance	1-101-13-510-5661-0000	Salt

EXPLANATION:

Inter-departmental transfer. Last salt order batch put account over. Small amounts in other line items available.

<u>Transfers</u>	
<u>From</u>	<u>To</u>
485	
218	
737	
	1,440

Town of Newtown

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<u>Department</u>	<u>Account Number</u>	<u>Account Name</u>	<u>Transfers</u>	
			<u>From</u>	<u>To</u>
PW - Highway	1-101-13-500-5110-0000	Salaries & Wages - Full Time	9,000	
PW - Highway	1-101-13-500-5220-0000	Social Security Contributions	5,000	
PW - Highway	1-101-13-500-5625-0000	Energy - Gasoline	8,709	
PW - Trasfer Station	1-101-13-515-5505-0000	Contractual Services		22,709

EXPLANATION:

Inter-departmental transfer. Transfer station contractual services over due to stump and brush grinding.

<u>Department</u>	<u>Account Number</u>	<u>Account Name</u>	<u>Transfers</u>	
			<u>From</u>	<u>To</u>
PW - Building Maintenance	1-101-13-650-5130-0000	Salaries & Wages - Overtime	650	
PW - Building Maintenance	1-101-13-650-5210-0000	Group Insurance	340	
PW - Building Maintenance	1-101-13-650-5220-0000	Social Security Contributions	1,240	
PW - Highway	1-101-13-500-5625-0000	Energy - Gasoline	4,500	
PW - Building Maintenance	1-101-13-650-5411-0000	Water/Sewerage		1,487
PW - Building Maintenance	1-101-13-650-5615-0000	General Maintenance Supplies		42
PW - Building Maintenance	1-101-13-650-5622-0000	Energy - Electricity		4,000
PW - Building Maintenance	1-101-13-650-5624-0000	Energy - Oil		1,201

EXPLANATION:

Inter-departmental transfer. Utility accounts underestimated.

<u>Department</u>	<u>Account Number</u>	<u>Account Name</u>	<u>Transfers</u>	
			<u>From</u>	<u>To</u>
Library	1-101-14-670-5210-0000	Group Insurance	46	
Library	1-101-14-670-5230-0000	Retirement Contributions		46

EXPLANATION:

Inter-departmental transfer. Misc. adjustment

Town of Newtown

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<u>Department</u>	<u>Account Number</u>	<u>Account Name</u>	<u>Transfers</u>	
Contingency	1-101-24-570-5899-0000	Contingency	<u>From</u>	<u>To</u>
Children's Adventure Ctr	1-101-14-410-5230-0000	Retirement Contributions	921	921

EXPLANATION:

Overage due to new employee going on a defined contribution plan (not budgeted for)

<u>Department</u>	<u>Account Number</u>	<u>Account Name</u>	<u>Transfers</u>	
Land Use	1-101-15-490-5749-0000	Capital	<u>From</u>	<u>To</u>
Land Use	1-101-15-490-5350-0000	Prof. Svs - Legal	19,500	
Selectmen	1-101-11-100-5350-0000	Prof. Svs - Legal		4,820
Capital & Non-recurring	1-101-25-860-5870-0000	Transfer Out To Capital & Non-recurring	4,820	19,500

EXPLANATION:

\$19,500 capital amount represents an amount transferred during the year for a property purchase regarding the realignment of a state road. Amount being transferred to capital & Non-recurring fund until needed. Legal fees in Land Use were over budget. There were amounts available in Selectman's legal account.

Town of Newtown

2017-18 Fiscal Year End Budget Transfer Request

<u>Department</u>	<u>Account Number</u>	<u>Account Name</u>	<u>Transfers</u>	
			<u>From</u>	<u>To</u>
Parks & Recreation	1-101-16-550-5115-0000	Salaries & Wages - Part Time	919	
Parks & Recreation	1-101-16-550-5117-0010	Wages - Seasonal - Lifeguard	2,264	
Parks & Recreation	1-101-16-550-5117-0011	Wages - Seasonal - Swim Instructors	2,282	
Parks & Recreation	1-101-16-550-5117-0013	Wages - Seasonal - Gate Attendants	3,078	
Parks & Recreation	1-101-16-550-5117-0014	Wages - Seasonal - Camp	221	
Parks & Recreation	1-101-16-550-5210-0000	Group Insurance	328	
Parks & Recreation	1-101-16-550-5580-0000	Dues, Travel & Education	769	
Parks & Recreation	1-101-16-550-5611-0000	Office Supplies	1,375	
Parks & Recreation	1-101-16-550-5613-0000	Signs	776	
Parks & Recreation	1-101-16-550-5614-0000	Pool Supplies	1,287	
Parks & Recreation	1-101-16-550-5615-0000	General Maintenance Supplies	3,311	
Parks & Recreation	1-101-16-550-5616-0000	Grounds Maintenance Supplies	694	
Parks & Recreation	1-101-16-550-5749-0000	Capital	316	
Parks & Recreation	1-101-16-550-5115-0000	Salaries & Wages - Full Time		1,003
Parks & Recreation	1-101-16-550-5130-0000	Salaries & Wages - Over Time		4,948
Parks & Recreation	1-101-16-550-5220-0000	Social Security Contributions		219
Parks & Recreation	1-101-16-550-5290-0000	Other Employee Benefits		192
Parks & Recreation	1-101-16-550-5505-0000	Contractual Services		11,004
Parks & Recreation	1-101-16-550-5610-0000	General Supplies		254

EXPLANATION:

Inter-departmental transfer.

<u>Transfers</u>	
<u>From</u>	<u>To</u>
104,587	104,587

GRAND TOTALS