

3 PRIMROSE STREET
NEWTOWN, CT 06470
TEL. (203) 270-4221

BOARD OF FINANCE
MINUTES
REGULAR MEETING
3 Primrose Street – Council Chambers
Thursday, February 25, 2021 at 7:30 p.m.

These minutes are subject to approval by the Board of Finance

Present: Sandy Roussas, Keith Alexander, Ned Simpson, Chris Gardner, Matthew Mihalcik and John Madzula

Also Present: First Selectman Dan Rosenthal, Finance Director, Bob Tait, BOE Member, Deborra Zukowski, two member of the Public and one member of the Press

Keith Alexander called the meeting to order at 7:32 p.m. Attendees saluted the American Flag.

Voter Comments

None

Communications

See attached report regarding updated communications with Chair Alexander.

Chair Alexander noted he received a letter supporting the proposed 2021-2022 BOE budget (see attached).

Ned Simpson attended the Legislative Finance Committee. The LC recommended the approval of the Debt Policy and Fund Balance Policy.

Minutes

Sandy Roussas moved to approve the minutes of February 22nd, 2021. Matthew Mihalcik seconded. John Madzula abstains. All in favor and motion passes.

First Selectman's Report

No report

Finance Director's Report

Finance Director, Bob Tait, reported a final Grand List number - \$3.2 billion (will be inserted in the proposed budget). The Grand List increased by 1.64% (1.8MM in new taxes). Mr. Tait reported before BAA the number is \$3.268 billion (1.16% increase over last year). The current year tax budget will be provided by the increase in grand list and mill rate. Lastly, the effective tax increase is 1.19% (see attached).

Unfinished Business

Discussion 2021-2022 Budget

Ned Simpson proposed removing the contingency funds for both BOS and BOE - \$140,000 and \$330,000 respectively. Given the Fund Balance is over the 12% ceiling target; therefore, there is money in the Fund Balance that can be used should there be an emergency. Mr. Simpson suggested taking contingencies and emergencies out of the General Fund proposed budget. If there happens to be an emergency (and no contingency fund) there could be a budget transfer for both the BOE and the BOS with their regular transfer

process. Mr. Simpson commented this would mean using Capital Non-Recurring (not General Fund). The Board discussed the idea. In response to Ms. Roussas' question, the General Fund is currently 1.5MM over budget. Putting undesignated funds in Capital Non-Recurring is an option. Mr. Tait commented that this would complicate financial standing among accounts and designated funds. Also, the rating agencies do look for contingency funds. The First Selectman noted that the BOS contingency was nearly cut in half during the 2018-2019 budget. Moreover, if it's detailed in the budget then the Town doesn't have to worry about spending caps. Mr. Gardner expressed his disagreement with removing the contingencies. He stressed the idea of transparency and possibly putting some of the excess money from the General Fund into tax relief. The First Selectman shared the history of the General Fund. Chair Alexander commented he would like to table the idea for a more designed discussion.

Chair Alexander welcomed general ideas regarding budget changes. Ms. Roussas would like to see proportional reductions similar to last year with Capital Non-Recurring transfers thus benefitting the taxpayer. Mr. Mihalcik shared with the Board the specifics of the year over year overfunding of the BOE budget totaling \$210,000. Mr. Madzula agrees with Ms. Roussas' sentiment. Mr. Simpson commented about the grant totals in the BOE budget and reducing that amount from the budget. Chair Alexander stated he agreed with Ms. Roussas regarding the transfer from Capital Non-Recurring to help benefit the taxpayer. In response to Mr. Gardner's question whether Mr. Tait and the First Selectman would agree with a reduction in the BOS contingency (noted he couldn't ask BOE tonight about reducing their contingency), the First Selectman commented he would like time to think about it. Mr. Simpson reiterated he would like to recognize the grant funding noted in the BOE budget and reduce the budget by that amount. Chair Alexander commented the formal budget approval will occur at the next BOF meeting on March 4th.

New Business

None

Voter Comments

Deborra Zukowski, 12 Cornfield Ridge Road, spoke not on behalf of the BOE. She commented the 2/3 vote re LC with adding funds back into the budget makes it extremely difficult and urged the Board not to go this route. Speaking to Ned's contingency idea, Ms. Zukowski commented she agrees with the notion as a sustainable idea and possibly a financial regulation. She voiced her concerns regarding process, debt planning, and fund balance. She expressed she would very much like to see the Town Boards welcome discussion among one another.

Announcements

None

Adjournment

Sandy Roussas made a motion to adjourn. Chris Gardner seconded. All members were in favor and the meeting was adjourned at 8:50 pm.

Respectfully submitted,
Kiley Morrison Gottschalk, Clerk

Attachments

Chair Communications Report
Barbara Wojcik's Correspondence with BOF
Ned's Contingencies
Grand List Presentation
BOF Budget Questions 2021-22 (updated 2-25-21)

Newtown Board of Finance - Communications Report - 2021-02-25

From	Date	Subject
Paul Lundquist (LC-Chair)	2/23/2021	LC Request to BOF: Recommendations on Special Appropriations
Debbie Halstead (Town Clerk)	2/23/2021	Board of Finance budget Q&A web page
Debbie Halstead (Town Clerk)	2/24/2021	Board of Finance budget Q&A web page
Paul Lundquist (LC-Chair)	2/25/2021	BOF Budget Presentation to LC
Barbara Wojcik	2/25/2021	Support for BOE Budget As Is

To	Date	Subject
Paul Lundquist (LC-Chair)	2/23/2021	LC Request to BOF: Recommendations on Special Appropriations
Debbie Halstead (Town Clerk)	2/23/2021	Board of Finance budget Q&A web page
Debbie Halstead (Town Clerk)	2/24/2021	Board of Finance budget Q&A web page
Paul Lundquist (LC-Chair), Michelle Ku (BOE-Chair)	2/24/2021	Joint Non-Lapsing Work Group
Paul Lundquist (LC-Chair)	2/25/2021	BOF Budget Presentation to LC

From: Barbara Wojcik via Newtown CT <cmsmailer@civicplus.com>

Sent: Thursday, February 25, 2021 6:42 PM

To: alexanderk.bof@gmail.com

Subject: Form submission from: Contact the entire Board of Finance

Submitted on Thursday, February 25, 2021 - 6:42pm

Submitted by anonymous user: 24.151.90.34

Submitted values are:

Your Name: Barbara Wojcik

Your e-mail address: barbara.m.wojcik@gmail.com

Subject: Tonight's Meeting - BOE Proposed Budget Discussion

Message:

BOF Members,

I fully support the proposed BOE budget. It is lean, responsible and required. I ask that you forward to LC as is.

Based on last year's action when this board cut a stark 1.4% BOE proposed budget increase to an even starker 1.2% during a pandemic, I believe your reductions regrettably can tend toward optics. Further exacerbating district financial stress, this board eliminated the \$1.3M BOE education nonlapsing cushion last September and filled an already stuffed town fund balance with voter-approved education dollars. Critically needed education money was handed away. And now BOF's recent public hearing voiced concern that the \$15M in town fund balance, to which your members just contributed, is overstuffed. Unfortunately, I think our district's finances have been affected enough by these BOF actions.

Please approve the presented BOE budget unchanged and move it forward.

Thank you for considering my comments.

Barbara Wojcik
25 Horseshoe Ridge Road, SH

The results of this submission may be viewed at:

<https://www.newtown-ct.gov/node/39333/submission/121091>

Contingencies

The BOE budget includes a \$100,000 contingency and the BOS budget includes a \$140,000 contingency. I would like the BoF to discuss how Newtown should consider contingency funds. Additionally, the BOE proposes \$230,000 for “Emergency Repairs” (pg 161) arguably a contingency by another name.

Motion

Move that the BOE budget be reduced by \$330,000 and the BOS budget \$140,000 Contingency Department (pg 260) fund be reduced to zero. This would reduce the “Amount to be raised by Taxation” to \$112,026,899 a 0.29% reduction.

Discussion

	School District	Municipal
1. Proposed 2021-2022 Budget for Contingency	\$330,000	\$140,000
2. Roles governing use of contingency – “Budget Transfer”	BOE Policy	Charter
3. Process for transferring from contingency	Superintendent <ul style="list-style-type: none"> BOE approve 	First Selectman <ul style="list-style-type: none"> BOS approve BoF approve/recommend LC

If there was not a contingency line item in the budget and there was an emergency need, how can funds be appropriated?

	School District	Municipal
4. Use Non-Lapsing Fund	Process: <ul style="list-style-type: none"> BOE initiate (BOF or LC approval process TBD) 	Not Applicable
5. Special Appropriation	Process: Change Rev & Exp <ul style="list-style-type: none"> BOE initiate (BOS may be needed) BoF recommendation LC approve Has not been used	Process: Change Rev & Exp <ul style="list-style-type: none"> BOS BoF recommendation LC approve This process is avoided

If contingency funds are not used during the fiscal year:

	School District	Municipal
6. Unused contingency	Funds remain in Fund Balance or Transferred to Non-Lapsing	Funds remain in Funds Balance

If contingency funds are not used during the fiscal year and residual transferred to Capital Non-Recurring:

	School District	Municipal
7. Funds designated (for emergency) when transferred to Capital Non-Recurring	Use of funds in following years: <ul style="list-style-type: none"> Superintendent 	Use of funds in following years: <ul style="list-style-type: none"> First Selectman
8. Undesignated Capital Non-Recurring	Use of funds in following years: <ul style="list-style-type: none"> Special Appropriation see 5 above 	Use of funds in following years: <ul style="list-style-type: none"> Special Appropriation see 5 above

The rating agencies ask if we have a contingency account (budget flexibility). We can say yes even though it is relatively small.

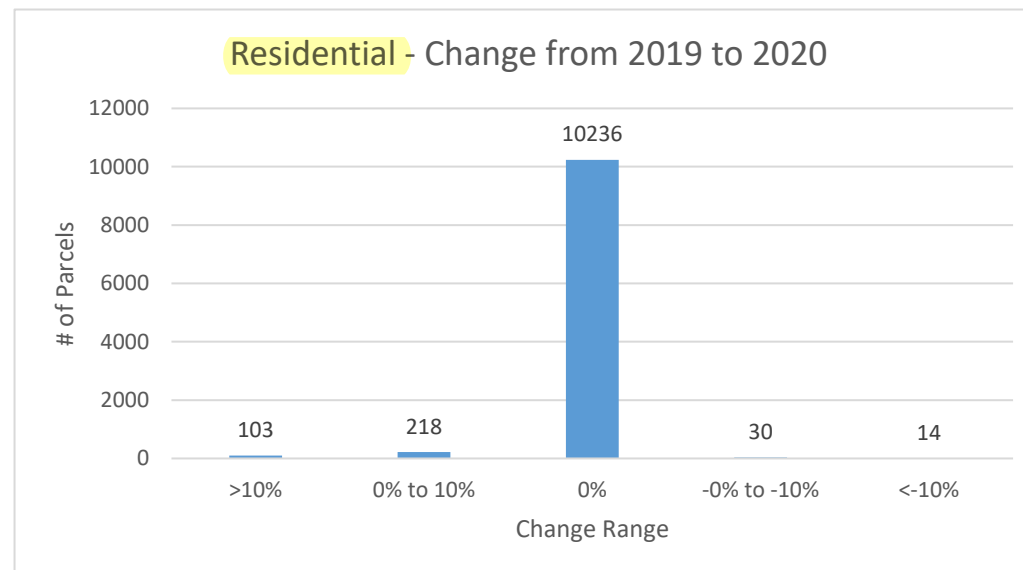
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	Increase in grand list provides approximately	\$ 1,856,652	in new taxes		
	In current budget with \$3,268,796,611 as grand list amount:				
	Current year tax budgeted	3,166,890	2.90%		
	Comprises:				
	Budget increase	2,981,862	2.45%		
	Other revenues decrease	185,028	0.45%		
		3,166,890	2.90%		
	To be paid by:				
	Increase in grand list	1,856,652	1.70%		
	Increase in mill rate of 1.2%	1,310,238	1.20%		

MILL RATE CALCULATION - 2021 / 2022

	<u>2020 Grand List</u>
TOTAL NET TAXABLE ASSESSMENT (LESS EXEMPTIONS) Before Board of Assessment Appeals	3,268,796,611
ADJUST FOR BOARD OF ASSESSMENT APPEALS ESTIMATED ADJUSTMENTS	<u>(1,500,000)</u>
	3,267,296,611
 AMOUNT TO BE RAISED BY TAXATION - (from "current year taxes" - revenue budget)	 112,356,899
TAX LEVY - assuming a tax collection rate of 99.2%	113,263,003
(Tax Levy = billed amount = Amount to be Raised by Taxation divided by Collection Rate)	
Add Tax Credits:	
* Newtown Elderly Tax Benefit (1,650,000 less 265,000 reserved)	1,385,000
* State Elderly Circuit Breaker Program	154,000
* Volunteer Fire, Ambulance and Underwater Rescue Personnel Tax Credit Program	<u>120,000</u>
ADJUSTED TAX LEVY	114,922,003
 MILL RATE (= Tax Levy divided by (Taxable Net Assessment / 1,000))	 35.17
 EFFECTIVE TAX INCREASE	 1.19%
 PRIOR YEAR MILL RATE =	34.76
1 MILL =	3,220,130

Range	# of Parcels	Increase
>10%	103	0.97%
0% to 10%	218	2.06%
0%	10236	96.56%
-0% to -10%	30	0.28%
<-10%	14	0.13%
Total	10601	

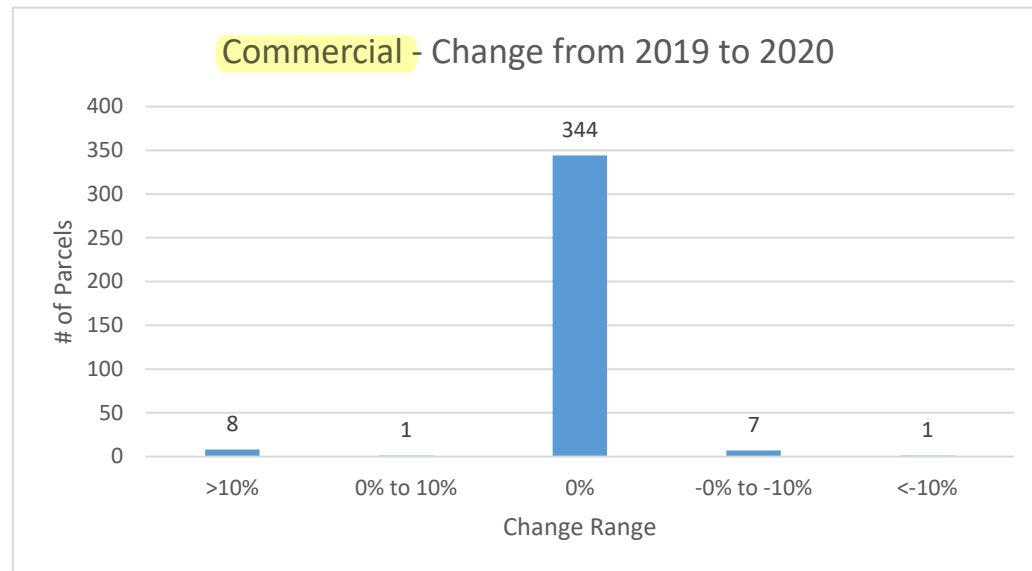


PID	Property Address	Owner	Use Descript	2020 Assessed	2019 Assessed	Difference		
8794	56 POLE BRIDGE ROAD	ZHGABA NEVIANA & LLOMI ARDIAN	COMM BLDG	608,280	85,800	522,480		
2521	146 SOUTH MAIN STREET	VOLL JOSEPH TR & PARENTE CLORINDA TR	COMM BLDG	1,587,210	1,434,070	153,140		
1378	9 COVERED BRIDGE ROAD	COVERED BRIDGE NEWTOWN LLC	COMM BLDG	4,396,220	4,787,320	(391,100)		
16603	126A SOUTH MAIN STREET	AQUARION WATER COMPANY	COMM LAND	0	117,600	(117,600)		
889	3 TURNBERRY LANE	3 TURNBERRY LANE LLC	COMM WHSE	788,870	140,900	647,970		
16386	405 BROOKSIDE COURT	BERRESSE MICHAEL	Condo	287,390	31,860	255,530		
16383	401 BROOKSIDE COURT	EKPERIGIN VICTOR & SARAH R	Condo	244,240	27,550	216,690		
15345	433 BROOKSIDE COURT	KIMBERLY JILL DAVIS TRUST	Condo	231,290	26,600	204,690		
15347	431 BROOKSIDE COURT	STEINER BARBARA	Condo	229,040	26,600	202,440		
15353	211 BROOKSIDE COURT	TOLL CT III LTD PRTSHP	Condo	228,560	26,600	201,960		
15388	237 BROOKSIDE COURT	TOLL CT III LTD PRTSHP	Condo	228,560	26,600	201,960		
15404	203 BROOKSIDE COURT	TOLL CT III LTD PRTSHP	Condo	227,820	26,600	201,220		
16385	403 BROOKSIDE COURT	MURPHY LAURA J & MURPHY TARA	Condo	226,180	25,740	200,440		
15389	236 BROOKSIDE COURT	VETERI ANTHONY T & MAUREEN E	Condo	266,010	26,600	239,410		
15393	232 BROOKSIDE COURT	MCGOWAN G LAURANCE & BRIGID M	Condo	255,940	26,600	229,340		
15396	226 BROOKSIDE COURT	TOLL CT III LTD PRTSHP	Condo	249,420	26,600	222,820		
15391	234 BROOKSIDE COURT	CRONIN LOUISE	Condo	240,410	26,600	213,810		
15399	223 BROOKSIDE COURT	TOLL CT III LTD PRTSHP	Condo	231,290	26,600	204,690		
15349	426 BROOKSIDE COURT	CZERNIK ROMAN & JOZEFA M	Condo	226,260	26,600	199,660		
15352	201 BROOKSIDE COURT	TOLL CT III LTD PRTSHP	Condo	225,440	26,600	198,840		
15401	221 BROOKSIDE COURT	TOLL CT III LTD PRTSHP	Condo	225,090	26,600	198,490		
15346	432 BROOKSIDE COURT	MURRAY MARILYN A	Condo	220,180	26,600	193,580		
15379	423 BROOKSIDE COURT	BARRETT JOSEPH GREGORY TR & TERRY ANN TR	Condo	219,900	26,600	193,300		
15348	427 BROOKSIDE COURT	FRADKIN DAVID, FRADKIN LENORE &	Condo	217,640	26,600	191,040		
15395	227 BROOKSIDE COURT	TOLL CT III LTD PRTSHP	Condo	214,170	26,600	187,570		
15397	225 BROOKSIDE COURT	TOLL CT III LTD PRTSHP	Condo	196,780	26,600	170,180		
15341	437 BROOKSIDE COURT	LOEWY JOANN P	Condo	194,460	26,600	167,860		
15381	421 BROOKSIDE COURT	BROWN PETER CALVIN SR &	Condo	194,460	26,600	167,860		
15387	411 BROOKSIDE COURT	RUSZCZYK MARY F	Condo	184,910	26,600	158,310	4,821,690	
8773	53 CHURCH HILL ROAD	53 CHURCH HILL ROAD LLC	IND OFFICE	3,395,000	3,615,910	(220,910)		
11445	2 BOULEVARD	SHI III NEWTOWN OWNER LLC	NURSING HM	5,675,960	5,581,440	94,520		
6482	107 CHURCH HILL ROAD	POOTATUCK RENTALS LLC	OFFICE	1,329,760	1,017,530	312,230		
7784	282 SOUTH MAIN STREET	RGM NEWTOWN LLC	REST/CLUBS	235,910	181,440	54,470		
8224	147 SOUTH MAIN STREET	CPCI LLC	RTL GAS ST	1,002,630	783,530	219,100		
2203	121 BOGGS HILL ROAD	ZIKIAS ROBERT J & DEANNA	Single Family	387,290	1,630	385,660		
16134	15 DEER HILL DRIVE	KASL LLC	Single Family	354,680	250	354,430		
16625	6 MARANELLO DRIVE	RERICK PAUL & MICHELE	Single Family	420,160	108,950	311,210		
4220	75 POVERTY HOLLOW ROAD	GENTRY LILIANE F	Single Family	411,640	109,790	301,850		
963	115 BRUSHY HILL ROAD	DEPASQUALE PETER T & RACHEL	Single Family	428,470	141,550	286,920		
16424	96 TODDY HILL ROAD	WEINTRAUB DEVIN & RUZGA BARBARA	Single Family	352,880	67,300	285,580		
16430	6 TURKEY ROOST ROAD	OCONNOR MICHAEL D & LAUREN J	Single Family	354,210	73,150	281,060		
4079	58 BOTSFORD HILL ROAD	KARAS LIBOR	Single Family	455,970	178,730	277,240		
16425	98 TODDY HILL ROAD	TURKEY RIDGE DEVELOPMENT LLC	Single Family	339,340	68,760	270,580		
16433	10 TURKEY ROOST ROAD	DEMOURA JOAO M & ANN PAULA	Single Family	344,030	73,880	270,150		
16431	8 TURKEY ROOST ROAD	WALLACH WILLIAM B & CASEY R	Single Family	345,550	79,780	265,770		

PID	Property Address	Owner	Use Descript	2020 Assessed	2019 Assessed	Difference		
6600	17 BOTSFORD HILL ROAD	SALVESEN ERIC	Single Family	360,160	97,630	262,530		
212	4 SUNNY VIEW TERRACE	BAZILIO JOSIANE BASTOS	Single Family	307,720	46,090	261,630		
16125	4 DEER HILL DRIVE	KASL LLC	Single Family	260,530	540	259,990		
16429	4B TURKEY ROOST ROAD	KENNEY NATHAN & JESSICA	Single Family	357,020	99,670	257,350		
16432	8A TURKEY ROOST ROAD	CARD JEREMY A & DAYAN RACHEL M	Single Family	338,620	82,040	256,580		
11436	4 HUNDRED ACRES ROAD	TOBY BENJAMIN E & MICHELLE A	Single Family	354,820	100,250	254,570		
16630	47 CASTLE MEADOW ROAD	KIM DAVID C & WOODS-KIM CYNTHIA L	Single Family	342,200	98,400	243,800		
9086	9 SERENE WAY	GRASSY HILL BUILDERS LLC	Single Family	380,590	136,970	243,620		
11066	13 BOTSFORD HILL ROAD	GALASSO ANGELO	Single Family	309,230	67,450	241,780		
9436	95 LAKEVIEW TERRACE	DITTMAR DANIEL	Single Family	288,270	50,110	238,160		
2066	10 CHARLIES CIRCLE	MICHAEL BURTON BUILDERS INC	Single Family	295,680	84,970	210,710		
16683	22 OLD HAWLEYVILLE ROAD	PATCH SHAWN H & DAPHNE L	Single Family	273,470	68,390	205,080		
16406	15 PALESTINE ROAD	GOLDEN JOSEPH & CARYN J	Single Family	295,880	111,510	184,370		
5389	2A FIR TREE LANE	BRENNAN MICHAEL & ANNMARIE	Single Family	263,270	79,720	183,550		
4561	130 BOGGS HILL ROAD	UNGER LOUIS A III & UNGER KAREN	Single Family	428,420	249,580	178,840		
16180	64 PLATTS HILL ROAD	SAMAHA LLC	Single Family	255,210	88,320	166,890		
9352	94 TODDY HILL ROAD	TURKEY RIDGE DEVELOPMENT LLC	Single Family	234,840	68,100	166,740		
10118	34 OAK RIDGE DRIVE	CRONIN BRIAN T & CRONIN NANCY J	Single Family	259,870	102,140	157,730		
8331	4 MERIDIAN RIDGE DRIVE	VONGSAROJ SUWON THAI & SABRINA JUNCO	Single Family	243,420	89,470	153,950		
712	48 BRADLEY LANE	TUCKER ERIC & ALICIA	Single Family WAcc	377,890	243,520	134,370		
9343	55 ALPINE DRIVE	OLMSTEAD DANNY & SHARON A	Single Family	168,670	43,890	124,780		
1921	101 TURKEY HILL ROAD	MICHALKA GREGG	Single Family	180,970	59,620	121,350		
8991	150B HANOVER ROAD	MARTENS RONALD F	Single Family WAcc	333,450	212,540	120,910		
9134	101 CASTLE HILL ROAD	HANNA JEFFREY JR &	Single Family	281,290	163,470	117,820		
5509	40 ALPINE CIRCLE	KAJTAZI SABIT	Single Family	317,860	200,270	117,590		
11036	15 HEMLOCK ROAD	BROWN JOSEPH & REBECCA	Single Family	285,350	174,210	111,140		
8812	14 LITTLE BROOK LANE	KHAZADIAN GAREN & KHAZADIAN THERESA	Single Family	326,730	221,540	105,190		
5065	13 LITTLE BROOK LANE	DOSSANTOS MARCIO T.R. & SIEMON ELIZABETH	Single Family	229,600	124,920	104,680		
10346	109 LAKEVIEW TERRACE	SZYMANSKI MICHAEL J	Single Family	340,870	243,530	97,340		
16624	4 MARANELLO DRIVE	BARTEL JAMES A & JENELLE	Single Family	186,670	91,940	94,730		
4778	52 MT NEBO ROAD	BARKWOOD PROPERTY GROUP LLC	Single Family	304,340	211,240	93,100		
16179	66 PLATTS HILL ROAD	WILLIE MATTHEW & MULHOLLAND AMY	Single Family	353,250	260,240	93,010		
5804	57 MARLIN ROAD	SOWERS ADAM & MOORE LAURA BETH	Single Family	422,360	330,440	91,920		
1560	18 SERENE WAY	SKALKOS LEANN	Single Family WAcc	410,320	319,110	91,210		
2021	1 OLD GREEN ROAD	KELLY WILLIAM & KELLY CHRISTOPHER	Single Family	271,060	187,800	83,260		
11842	16 JOHNNY APPLESEED DR	DUSHI NIKOLL & LILANA	Single Family	250,600	167,560	83,040		
8705	39 GREAT RING ROAD	SIBLEY ROBERT D & BARBARA S	Single Fam w/In-Law	375,800	295,970	79,830		
4714	9 PILGRIM LANE	DUBOW DANIELLE E & MCHUGH KEVIN	Single Family	267,480	188,280	79,200		
7114	30 EDGELAKE DRIVE	HANNA JACK	Single Family WF	244,400	168,270	76,130		
2598	6 SERENE WAY	GOULET ZACHARY & RACHEL	Single Family	208,960	134,130	74,830		
4252	1 LAKEVIEW TERRACE	MICHAEL BURTON BUILDERS INC	Single Family	299,790	226,200	73,590		
16428	4A TURKEY ROOST ROAD	MILLER-JONES SEAN & SIMEK CIARA E	Single Family	331,390	261,430	69,960		
8072	14 GLOVER AVENUE	WALCZAK BRUCE W & HOLLY Y	Single Family	248,020	185,420	62,600		
9408	13 SERENE WAY	WENSTROM BRYAN & SARAH	Single Family	548,850	487,520	61,330		
7968	18 OLD HAWLEYVILLE ROAD	PIEPHO TODD & LAMORTE GIOVANNA	Single Family	268,240	215,430	52,810		

PID	Property Address	Owner	Use Descript	2020 Assessed	2019 Assessed	Difference		
6999	35 WEST STREET	ARCONTI CHRISTOPHER & MELISSA M	Single Family	239,230	188,980	50,250		
11078	11 OLD HAWLEYVILLE ROAD	GRC CONSTRUCTION LLC	Single Family	139,660	206,710	(67,050)		
10095	51 BANKSIDE TRAIL	COATES MICHAEL	Single Family WF	157,590	257,770	(100,180)		
5902	14 PALESTINE ROAD	NORBERG PATRICIA A & BOUZA RICK	Single Family	375,600	524,980	(149,380)		
5726	1 VINING ROAD	BUONAIUTO ANDREW J & MCCREIGHT LAURA A	Single Family	80,150	234,030	(153,880)		
11239	10 GREENLEAF FARMS ROAD	DEVENEY SIOBHAN M	Single Family	687,380	915,710	(228,330)		
4278	13 OLD GREEN ROAD	AQUARION WATER COMPANY OF CONNECTICUT	Single Family	240,090	642,020	(401,930)	8,783,540	
2919	26 HAWLEYVILLE ROAD	NEMCO LLC	STORE/SHOP	664,370	368,970	295,400		
9143	10 WASHINGTON AVENUE	FARRELL COMMUNITIES AT SANDY HOOK LLC	Two Family	2,319,120	108,800	2,210,320	APARTMENTS	
6725	37 LAKEVIEW TERRACE	MURPHY WILLIAM F+ELIZABETH H TRUSTEES OF	Vac WF Unbld	10,820	113,120	(102,300)		
16123	2 DEER HILL DRIVE	KASL LLC	Vacant Lnd	92,080	640	91,440		
9130	2 POLE BRIDGE ROAD	SOPA GONDZE	Vacant Lnd	76,060	1,130	74,930		
11339	19 DUSTY LANE	SPATH CHARLES TR & JEANNE TR	Vacant Lnd	47,910	130,730	(82,820)		
3835	18 TAUNTON LAKE ROAD	MCCHORD KENDALL C & HORCH MICHAEL R	Vacant Lnd	98,260	290,860	(192,600)		
16127	6 DEER HILL DRIVE	KASL LLC	Vacant W/ OB	92,030	200	91,830		
1715	17 MORRIS ROAD	LEAHY JAMES D	Vacant W/ OB	207,560	260,830	(53,270)		
2143	94 SOUTH MAIN STREET	PRITHVI REAL ESTATE MANAGEMENT LLC	VET. HOSPITAL	1,355,110	266,600	1,088,510	VET. HOSPITAL	
						18,300,970	82%	

Range	# of Parcels	Increase
>10%	8	2.22%
0% to 10%	1	0.28%
0%	344	95.29%
-0% to -10%	7	1.94%
<-10%	1	0.28%
Total	361	



MAJOR COMMERCIAL CHANGES:

Property Address	Owner	Use Descript	2020 Assessed Parcel Value	2019 Assessed Parcel Value	Diff
94 SOUTH MAIN STREET	PRITHVI REAL ESTATE MANAGEMENT LLC	VET. HOSPITAL	1,355,110	266,600	1,088,510
3 TURNBERRY LANE	3 TURNBERRY LANE LLC	COMM WHSE	788,870	140,900	647,970
56 POLE BRIDGE ROAD	ZHGABA NEVIANA & LLOMI ARDIAN	COMM BLDG	608,280	85,800	522,480
107 CHURCH HILL ROAD	POOTATUCK RENTALS LLC	OFFICE	1,329,760	1,017,530	312,230
26 HAWLEYVILLE ROAD	NEMCO LLC	STORE/SHOP	664,370	368,970	295,400
147 SOUTH MAIN STREET	CPCI LLC	RTL GAS ST	1,002,630	783,530	219,100
146 SOUTH MAIN STREET	VOLL JOSEPH TR & PARENTE CLORINDA TR	COMM BLDG	1,587,210	1,434,070	153,140
2 BOULEVARD	SHI III NEWTOWN OWNER LLC	NURSING HM	5,675,960	5,581,440	94,520
282 SOUTH MAIN STREET	RGM NEWTOWN LLC	REST/CLUBS	235,910	181,440	54,470
					3,387,820

PERSONAL PROPERTY

Highest personal property increases:				
	<u>unique_id</u>	<u>taxpayer</u>	<u>2020_assessment</u>	<u>Increase</u>
	40708889	YANKEE GAS SERVICES CO (AU 71)	9,435,880	4,568,860
	40014400	CONNECTICUT LIGHT & POWER CO.	52,087,360	3,608,480
	40709731	SPECTRUM NORTHEAST LLC	3,307,820	2,659,670
	40027400	WHEELS OF CT INC.	1,745,970	1,661,150
				12,498,160
Top new personal property accounts:				
	<u>unique_id</u>	<u>taxpayer</u>	<u>2020_assessment</u>	<u>Increase</u>
	40709964	MIDDLESEX CORPORATION	360,180	360,180
	40709919	LINCARE INC.	294,430	294,430
	40709821	OAK BARREL WINE & SPIRITS	157,620	157,620
	40709994	NVA FAIRFIELD EQUINE VETERINARY MGMT LLC	146,400	146,400
	40709966	TOLL NORTHEAST V CORP.	115,130	115,130
	40710022	HALLMARQ VETERINARY IMAGING LTD	100,400	100,400
	40709989	MODELEWSKI'S AUTO & TRUCK CENTER INC	100,340	100,340
	40709949	SUPERIOR CLEANERS AND TAILORS INC.	74,420	74,420
	40710006	CLANCY SOUTH MAIN LLC	70,730	70,730
	40709773	NEWTOWN SAVINGS BANK	65,100	65,100
	40710004	SPRINT DBA T-MOBILE	56,580	56,580
	40709995	SPRINT DBA T-MOBILE	54,770	54,770
	40709979	D AND J LAWN SERVICES LLC	54,340	54,340
	40709967	STEWART PARTNERS HOLDINGS LLC	52,890	52,890
				1,703,330
			grand total	14,201,490

				<u>MOTOR VEHICLE:</u>				
				2020 AVG MKT	14,595			.
				2019 AVG MKT	13,172			
				INCREASE IN VALUE	10.8%			
			No. MV	25,841 X 14,595 =	377,149,395			
			No. MV	27,203 X 13,172 =	358,317,916			
				# MV DECREASE	(1,362)			

Wholesale Used-Car Prices Soar

The [Manheim Used Vehicle Value Index](#) tracks wholesale used-vehicle prices over time, based on millions of transactions per year. The data reflect a brief pandemic-induced fall, then a sharp increase in prices this summer.



According to Cox Automotive, as of September, wholesale used-vehicle values were up 15% compared with last year. And listings on CarGurus are now averaging \$22,470, which is over \$1,800 more than at the start of 2020.

The rate of growth appears to have calmed down, but prices remain remarkably high.

"Anybody who tracks them ... would be shocked, I think. Almost flabbergasted," says Ivan Drury, the senior director of insights at Edmunds, the automotive information company.

Updated 2021-02-25

Selectmen Budget

1) Police Contractual Services: (Page 125): Up \$9,125 Why?

Contractual service increased by \$9125.00 due to the Police Accountability bill passed this July, HB6004. Two of the multiple mandates placed on Police Departments are psychological testing performed in a 5-year cycle, with 20% of the department's officers undergoing this exam each year. (anticipated cost per exam - \$350.00, which includes contractual obligations). Secondly, there is an additional mandate for a comprehensive drug testing to include a steroid panel, this will be performed on officers whose certification is set to expire. Currently, our officers are on a three-year certification cycle; with a third of the department requiring the test annually, (anticipated cost per/exam 300.00, also including contractual obligations). There was a small increase in inoculation cost and OSHA testing for respirator wear, some COVID related. Lastly, one of the mandates of the Bill requires that departments obtain CALEA accreditation by the year 2025. There are some ancillary costs with obtaining that accreditation, and we are moving forward with that process. We are currently POSTC accredited but the mandate is much more restrictive. The ancillary cost will be attributed to contracting with CALEA to perform on-site assessments and membership to obtain the mandated accreditation, this number is a conservative estimate, (approximately 1200.00).

2) Police Dues, Travel, Education (Page 125): Up \$8,350 Why?

The educational account detail reflects an increase of 8350.00 over last year, as indicated there was no actual increase in the line items listed. Last year's educational account was offset by 8,350 from the special revenue account per the Board of Selectman. This off-set was not funded this year. This account breaks down the departments training which is mandated by state statute, there has been a minimal increase in these cost over the last 3 years, although this year's budget shows an increase of 8,350, it is not reflective of a true increase, last year's off-set was a one-time supplement to the budget.

3) Lake Zoar Authority Budget (Page 153) up 16 percent. Why?

There is more activity at the lakes there more security hours needed.

[see: [Lake Zoar Authority Q&A](#)]

4) Lake Lillinonah Budget (Page 153) up 14 percent. Why?

There is more activity at the lakes there more security hours needed.

[see: [Lake Lillinonah Authority Q&A](#)]

[see: [LLA approved budget 2021-2022](#)]

5) What was the budget impact of COVID related changes to voting in the past 12 months?

Extra personnel, overtime and equipment were needed to process the unprecedented number of absentee ballots.

6) Will your budget accommodate continuation of the new voting opportunities e.g. expanded absentee/mail-in ballots, early voting?

Extra personnel will still be needed.

7) Would you expand the use of \$20,000 "Printing, Binding & Microfiching." Questions related to description on page 86:

Page 86 has been updated [see: [Town Clerk proposed budget 2021-2022](#)]

a) Web Hosting – Technology Department (pg 102) shows \$5,000 for CivicPlus which is the platform for newtown-ct.gov. Does this line include host other software such as eCode260 and Info Quick Solutions, Inc.? If so how much?

The \$5000 is for Civic hosting Newtown-ct and streaming to EarthChannel

b) Publication of codification of all ordinances and regulations – What does codification involve. What gets published on eCode360, newtown-ct.gov and both? What are the staff time and costs involved?

[See: [Code book supplement process](#)]

c) TOWN CLERK PORTAL – When was the upgrade made for printing land records? The link for TOWN CLERK PORTAL goes to <https://connecticut-townclerks-records.com/> But Newtown is not listed. Please explain.

February 2020.

d) PROPERTY CHECK – When was the update made. The link for PROPERTY CHECK goes to <http://cotthosting.com/ctnewtownPC> the system as above. Also note it is not a secure site. Please explain.

e) Town Annual Report

i) This was new to me. I searched newtown-ct.gov, Googled and did not find a Town Annual Report. Nor do I remember the BoF submitting an annual report last fall. Please explain. Are there funds in the line item for this?

ii) A number of town departments publish annual reports e.g. Police, Pension Bd, Booth Library, is the Town Clerk's office involved with production, publication and/or distribution of these? Are there funds in the line item for this?

8) How are the Town Clerk's property records and the Assessors Office property cards in Vision kept in synch? Are there material costs to this effort?

Assessors retrieve property transfer information through the town clerk portal.

9) The Charter has various references to "file" with Town Clerk and in some cases it goes further to say "make available." Given a bias to using the web as the vehicle for making information available. Especially during the COVID pandemic when in person visits to facilities such as the Municipal Center are discouraged by the CDC. What criteria is used for web posting by-laws, policy, procedures, regulations and resolutions? What are the cost considerations. The COA By-Laws might serve as an example.

What criteria...? Filed in the Town Clerk's office electronically.

10) Would like to better understand Newtown Youth and Family Services budget and assets, which appear to be significant. The Town of Newtown is their largest funder yet according to their report 40 percent of their clients live outside of Newtown.

Residents from Newtown make up 81% of all our mental health and programming in 2020, in 2019 that number was 90% for mental Health and programming. Programming consists of mentorship program at the High School, State mandated Parenting Education Program, Safety Town, The REC Club (Autism programming for youth) and Adult Autism programming, senior programs, and Sibshop in addition to any community events we offer throughout the year. Mental Health is individual, couple and family sessions, case management and community clinicians in the schools.

a) How much do other towns contribute?

We receive in-kind services from New Milford Youth Agency, roughly \$1,500. Speaking to my other Youth Service Bureau colleagues, they have approached the same catchment area and receive no funding. Towns are not making the referrals directly to us. Most referrals are through former clients, family or insurance companies. We accept most insurance, Medicare, and Medicaid. We offer financial assistance and sliding scale. We believe everyone should have access to quality affordable mental health care. Newtown has been a model of supporting mental health in our country and adding the pandemic into the mix.

b) What are the other sources of the \$777,772 in grants that they received in FY ending June 30, 2020?

Our largest contributor is the Victims of Crime Grant. We currently receive \$645,000. This grant is good until June 2022. If we do not receive another grant award then we would have a 3 year runway to cover staffing. The Town of Newtown is the second largest funder to us enabling us to increase program, and attract experienced staff by offering medical, dental, and life insurance options to our employees. Our other sources or grants are a Youth Service grant from DCF, BOE grant for 1 clinical position and 2 bank autism grants.

c) Fundraising appears to comprise only approximately 1 percent of their total expense budget. What is their board doing to increase revenues from fundraising?

We acknowledge that our fundraising events have changed over the years with the oversaturation of events in Newtown since 2012. Prior to grant funding related to 12/14, our revenue portfolio for fundraising was 3%. When looking at events we have noticed that the staffing expenses exceed the revenue generated and the time we take away from our mental health clients. We have 17 Full time employees and only 3 are not clinical positions. We are currently partnering with other organizations to increase fundraising opportunities like Newtown Community Center, Knights of Columbus, Fairfield Country Foundation and Connecticut Council Family Service Agencies.

d) How many people do they currently have on their waiting list for counseling?

We currently have 82 on our waiting list, 63% are Newtown residents. We are currently advertising for 3 FT clinicians but are having challenges like other mental health agencies to entice potential employees when telehealth has flourished for private providers and when people hesitate to job search during a pandemic when childcare/school options fluctuate so frequently.

When a potential client calls for a request for service they are told that there is a wait and depending on their flexibility that may determine the time they are on the wait list. If someone only has the availability to come in the evening on a Tuesday at 5pm or would prefer a female clinician that person might have a few weeks to a two month wait. This is not ideal. We do offer each person additional referrals to call if they would prefer and will add them to our wait list. Callers are reminded to call us back to update any changes in their schedule so we can modify their availability, as well as our Intake Coordinator does a follow up call periodically to ask about schedule changes.

e) What percentage do employees contribute to the town's group health insurance plan?

The agency share is 39%.

[For Q11-Q15 see: [Board of Education budget answers\(11-15\)](#)]

11) Transportation Services - When does the district begin to plan for a new transportation contract (since we are in the final year with All Star)? Has there been any recent effort to consolidate bus routes to eliminate a bus (es)?

12) Local Tuition Rate - How is this amount determined? Are the local boards at liberty to set this amount or is it set by the state? How many out of district students pay this rate?

13) Lead Teachers - What is the function of a lead teacher? What is their extra pay amount? Do they teach in a classroom or is their position administrative?

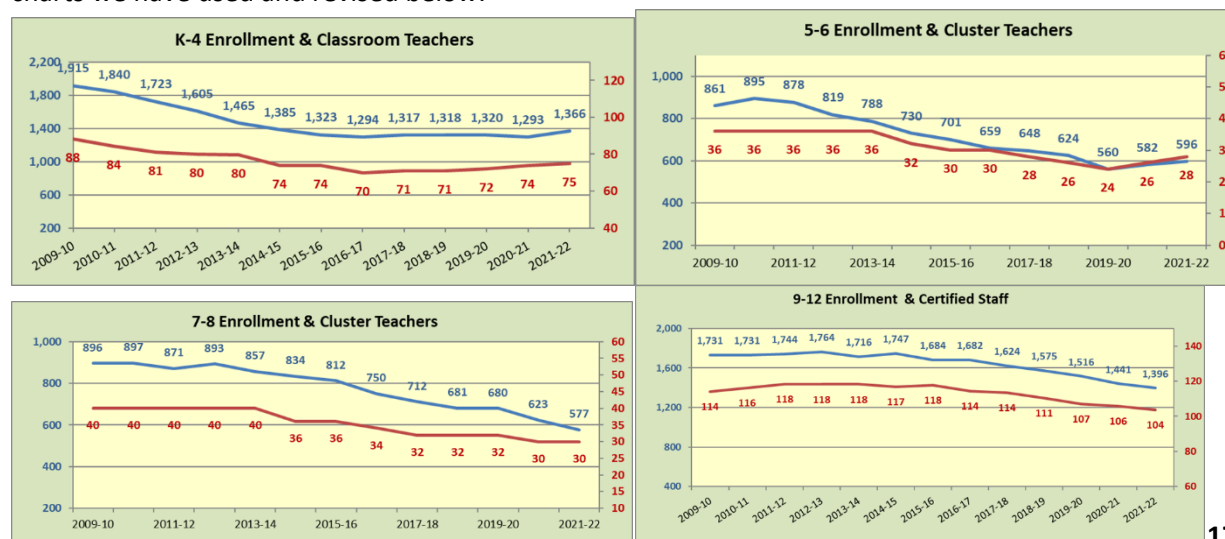
14) Ice Hockey - Why is the pay to play fee \$250 for ice hockey and \$160 for all other sports?

15) NHS Student Travel and Staff Mileage - Can you please provide a breakdown of this \$157,347 expense?

[For Q11-Q15 see: [Board of Education budget answers\(11-15\)](#)]

16) Can we get a 3 yr comparison of certified teachers, non-certified teachers, administrators vs enrollment for school years: 18/19, 17/18, 17/16

We have outlined this information by school for certified staff, but would need to create new charts for the overall comparison, including non-certified and administrators. We have included the charts we have used and revised below.



17)

What % of students receive free lunch during a traditional school year? What is the revenue YTD for the lunch program?

The budget has been built on approximately 10% of the total meal account to be allocated for free lunches. This only applied to K-8 as the High School was not on the national school lunch program. The budgeted revenue (sales) for the current year = \$1,796,735. The YTD revenue = \$314,812 with a full year projection of \$765,620. Last year's revenue through January = \$946,711.

18) How many days have the students been remote (full remote vs hybrid) YTD?

Please see the attached school schedule – Attachment A

[see: [Board of Education 20-21 school calendar](#)].

19) HS – why reduce college prep is are scores are near the top?

Course sections are added and removed based on enrollment and student needs. We are not sure what information prompted this question, since there are college prep sections being added in some subject areas and reduced in others (see budget book page 107).

20) Curriculum page 149 – why the increase in contracted services +\$89k?

The detail for the \$89,522 increase in contracted services for Curriculum can be found on page 147. Two digital resources have been sunset and others, which were used this year on a trial basis, were added to the budget (Seesaw, Screencastify, IXL Math and ELA, Lexia and Newsela). IXL was always in our budget but only in various schools. During the pandemic last year (2020) we moved to expand IXL and cover all schools (this is an online program) The initial cost was \$51,224 which we paid for using the ESSER I funds in June/July. We have a three year contract with IXL (the total is approx \$100,000), \$25,600 is included in the 21-22 budget and the remainder will be in the following year.

This is a similar scenario for Lexia. The need to be consistent in language arts was necessary during the pandemic last year. This program has proven to be valuable and will be carried forward in the coming years.

Detail for Contracted Services

Rubicon Atlas Curriculum Platform	\$17,000
NWEA Map K-8	\$35,000
Dibels Early Literacy Assessment	\$1,350
Virtual High School	\$2,500
Seesaw	\$3,350
Screencastify	\$4,800
IXL Math and English Language Arts	\$25,600
Lexia	\$46,500
Newsela	\$46,100
	\$182,200

Textbook increase if we are moving to a 1:1 laptop environment? +\$80k

The “textbook” increase seen on page 146 of the budget book is attributed to the adoption of a new math program for grades K-6. The district uses a wide variety of resources including textbooks, computer programs, videos, soundtracks, articles, and manipulatives. The math program being adopted will provide a combination of traditional textbooks as well as digital resources.

21) General support services page 152 – why the increase in contracted services +\$43k?

The increase in contracted services (object code 500) seen on page 152 is accounted for by additions and reductions in the details in General Support Services (found on pages 153-7): \$34,220 increase for a consultant in diversity and equity (p. 153), \$460 increase in the business office (p. 154), \$10,000 increase in Food Services (p. 157), \$200 reduction in Board of Education Expenses (p. 155), and \$1,215 reduction in Security (p. 156).

22) Plant - new item \$320k? – I see the detail on page 164 but why did we take 2 years off prior?

This question likely refers to the Plant Operations and Maintenance section, Building and Site Maintenance Projects line on page 161. The \$0 seen for 2020-21 (just one year - not two) is due to \$335,000 being allocated from the Town’s Capital Non-recurring fund during last year’s budget process. Thus, \$335,000 was spent on Building and Site Maintenance Projects in 2020-21, but was not part of the annual budget allocation.

Decreased in gas and oil but prices are currently rising?

Our reliance on fossil fuels has dramatically decreased over the years. Our 21-22 budget calls for 3,100 gallons of gasoline @ \$1.77 per gallon. This is the cost of the 2021 bid (calendar year bid price). The new bid will not be available until next year, 2022.

We budgeted 1,800 gallons of diesel @ \$1.88 per gallon and 31,500 gallons of oil @ \$2.00 per gallon. The current CROG bid for oil came in at \$1.96 per gallon and we are still waiting for the diesel which we anticipate to be around the same.

23) Bus – looks like 21/22 is the end of the bus contract, when will the bidding for the new contract start? ((duplicate of question 11))

The 2021-22 school year will be the last year of the transportation contract with AST. RFP’s are typically assembled in February/March and published in the paper towards the end of March. The bids

are typically due back in the office for review towards the later part of April. The new contract will not have a budgetary impact until the 2022-23 year.

24) Can we see last 3 fiscal year end transfers 18/19, 17/18, 17/16

Our year end balance transfers are as follows:

2016-17 \$97,942

2017-18 \$276,038

2018-19 \$265,772.

a) Can you request the Boe June 30 financial statements for fy 19/20 18/19 18/17 16/17?

Statements are available on the Financials page of the BOE website:

[\[see: 6-30-17 Monthly Financial Report \(PDF\) \]](#)

[\[see: 6-30-18 Financial Report \(PDF\) \]](#)

[\[see: 6-30-19 Financial Report \(PDF\) \]](#)

[\[see: 6-30-2020 Financial Report \(PDF\) \]](#)

25) If ECS went away overnight how could the BOE trim the current proposed budget not to put additional stressed on the town tax payers?

This hypothetical situation has come up in discussions over the years, but the state has recognized that if a reduction in ECS funding occurs, it should be in phases. As ECS is reduced, the Board of Education will work with the town using a combination of tools to ease the burden on taxpayers and students: reducing the budget, increasing taxes, and possibly relying on funds that have been saved over the years in anticipation of such a reduction.

26) Enrollment, has BOE always used Peter Prowda 5 yr projection for enrollment numbers? Enrollment has been down YOY for 10 FY years, why the change to an increase?

Peter Prowda was hired in September 2019 making 2020-21 the first year to use his enrollment projection. Prior to Prowda, we have used our internal projections (based on cohort survival method) and in 2014-15 we used Milone & McBroom.

Prowda's enrollment study is based on many factors, such as; births since 1980, grade to grade growth rates (cohort survival) estimated population growth, projected population ages 0-19, women of child-bearing age, recent changes in labor force, new housing units, sales of existing homes, repeaters of grade 9, HS dropout rates, non-public school enrollment, residents enrolled in other schools, non-resident enrollment, estimated migration & prior projections of enrolment. The one factor not included in Prowda's projections was the disenrollment or delayed enrollment of students this year, presumably due to the pandemic. This is not unique to Newtown. The increase in enrollment lies within all of the factors listed above, and includes the presumed re-enrollment of students.

27) PowerPoint slide 11 revenue sources show other grants at only \$23k, I thought the diversity compliance coordinator was grant funded?

The revenue slide only lists revenue that is forwarded to the Town. It does not list other revenue sources such as private & entitlement grants that are used to offset expenses. As mentioned by the Superintendent during the presentation, the Diversity Compliance Coordinator is likely to be funded by a grant. However, this funding source is not yet confirmed and therefore the position must be included in our 21-22 operational plan.

a) Slide 16, competing budget impacts sights SPED enrollment but in the budget book the projection is a decrease of SPED enrollment. SPED enrollment has been fairly flat over the pat

5 school years. Also transportation costs increase but we have remote/ virtual learning how is that an increase?

Overall SPED enrollment has trended upward over the last five years (as seen on page 128 of the budget book). We think you are looking at the out of district enrollment number in the budget book which is projected to decrease from 43 to 41 next year. However, because SPED enrollment in-district has increased, the overall number of students receiving SPED services (whether in-district or out-of-district) is increasing. SPED enrollment in-district was 607 by October 1st enrollment and has increased to 636 as of 1/12/2021. This impacts the numbers for the following year.

The increase in the Out of District (OOD) transportation is \$9,465. There are a number of factors that affect this line item. For one, there was an overall average increase to the contract of 1.96%. Also, we have anticipated additional students for next year's budget; however, we are able to mitigate the increase by combining runs with other districts. The excess cost grant allocation plays a part in this number as well and depending on which students qualify for this grant, the overall budget amount will change. The transportation budget has not been reduced based on the possibility of our OOD students learning remotely. We anticipate all students to be in class.

b) Slide 16 shows a budget impact being increase due to science, however staffing is being reduce in science in 2 buildings? There are no requests for new science teachers slides 27/28

Slide 16 was intended to show examples rather than a comprehensive list of all areas that influence the budget. So, while staffing changes (due to enrollment) decrease the budget, training and materials to address Next Generation Science Standards have impacted an increase to the budget.

c) Slide 34 can you please identify where each town in the DRG is in the budget process for FY 21/22

At the time of the presentation to the Board of Finance, districts were at the following stages of different budget processes (updates are noted in bold):

DRG-B	2021/2022	Stage of Town-Defined Process
Farmington	4.30%	BOE Proposed
West Hartford		Superintendent presents in March
Brookfield	4.07%	BOE Proposed
Fairfield	5.32%	Superintendent Proposed (update: BOE proposed 5.19%)
New Fairfield	2.49%	BOE Proposed
Glastonbury	2.07%	BOE Proposed
Avon	2.65%	Superintendent Proposed

Granby	4.50%	Superintendent Forecast
Pomperaug		Superintendent to present 2/24
Trumbull	3.51%	BOE Proposed
Greenwich	3.97%	BOE Proposed
South Windsor	3.34%	Superintendent Proposed
Newtown	2.58%	BOE Proposed
Madison	1.40%	BOE Proposed
Monroe	6.19%	BOE Proposed
Cheshire	4.96%	BOE Proposed
Simsbury		(update: Superintendent Proposed 2.80%)
Amity	4.75%	Superintendent Proposed
Guilford	1.49%	BOE Proposed

28) Highway -Why purchase a used hook truck? Are we getting it from a private sale or dealer?

In reverse order, we never buy from a private sale. All vehicles are purchased thru a public solicitation or off of a state or other governmental type bid. As outlined in the proposal a used truck is adequate for our needs because the majority of the trips are on site with only a single daily trip to Danbury..

a) What's the usable life of a used truck vs a new truck?

In this case there is no difference because of the type of usage and operational pressure on the vehicle.

b) Is this being bonded or from operating revenue?

This answer applies to question #34 (Transfer Station - what's the 65K capital item?). As noted in the budget proposal this item reduces operating costs under Contractual by approximately \$65K. Accordingly, we reduced the Contractual item by that amount but transferred that amount to Capital to cover the purchase over 2 years in the budget.

29) P&R -How did the purchase of the 3500 style pick up truck go for parks and rec vs the 5500 they wanted originally? Can we move more of the fleet towards small trucks?

The 3500 which was purchased is assigned to the Parks Operations Supervisor. While he still plows, it is in a clean up or assistance capacity so his truck is not seeing the same use as a maintainers. The substitution of a 3500 instead of a 5500 worked in that particular circumstance. In the past we have equipped the Park Operation Supervisor with a 550/5500 so it can act in a backup role for other heavier duty trucks when they are out of service. We can no longer make this substitution.

550 or 5500 1.5 ton trucks have consistently outlasted 3500 or 4500 vehicles in our experience. We have had 350 and 450 vehicles, as has public works, which are replaced at the 11-12 year mark due to reliability issues while we are consistently getting 15-16 years out of 550 type chassis.

When you look at it from a pure cost standpoint over the 11-12 year life of a 3500, or 15-16 year life of a 5500, the cost to the Town is very similar per year strictly from a purchase cost standpoint. When you look at it from a total cost of ownership, capacity and reliability standpoint, the larger more capable chassis is far more efficient and cost effective.

Every truck is going to break, wear out, and see reduced reliability at the end of its service life. With the heavier 550 chassis we experience fewer frame issues, fewer drivetrain issues, fewer spring issues, fewer plow issues (since we can mount heavier duty plows) as well as greater efficiency over the life of the truck since they can carry more material.

I would not recommend replacing more heavy duty trucks with lighter duty as our responsibilities have only grown. In the recent past we have added plowing responsibilities of the community center, the new Hook and Ladder Firehouse, additional parking at Treadwell park as well as others. Just in the past year we have added a much larger parking lot to plow at the new police station, and a new parking lot to plow on the FFH campus, at the brewery. While we have to be financially prudent, we need more efficient equipment to handle additional responsibility as well.

30) Police department – With the transition to the new building are we looking to add more officers in coming years?

New Officers, there is no plan to add new officers due to the new bldg going on-line, we are currently budgeted for 45 sworn officers. The new bldg has no impact on our staffing needs or requirements.

31) Police vehicle replacement, I didn't see anything in the budget. If I recall they are replaced via the overtime program. Correct?

Vehicle replacement, attached is the sheet from the proposed budget that illustrates the plan for vehicle replacement, Page #101[see: [Police budget proposed 2021-2022](#)], funding does not come from the extra duty account.

32) Highway – Street sign increase? Is this for replacing the part of the whole town or replacement of damaged signed?

Both. This item hasn't been increased in years and is exhausted early each year.

33) Gasoline was decreased by \$61k, fuel prices are increasing should we be reducing?

We only adjust this type of fuel price based on an actual bid. This gasoline price was adjusted based on the received 12 month bid thru CROG. This was good news. When we receive and process the CROG bid for diesel we are expecting not such good news and we will make the appropriate adjustment at that time.

34) Transfer station - What's the \$65k capital item?

see #28 b..

35) Purchasing agent – what are the volume of contracts that the purchase agent processed?

For 2020 -- there were approximately 25 contracts that were either "three quote solicited" or publicly bid. There are numerous other BOE jobs that filter through my office that end up being steered through existing State or National contracts for reasons such as time sensitivity and cost savings.

a) What was the savings?

The major savings on the BOE occurred with the Hawley AQI project. The budget for Architectural/Design services was \$400k and through a public bid, the winning firm had a price of \$250K. Also, the Construction Manager aspect of this project had a pre-con services budget of \$40K and I was able to negotiate the rate to \$25K, for a project savings of \$165K.

The Cleaning/Custodial services contracts for the Community Center and Police Department were also sent out through public bid. The existing contracts had 5 day/week service at Community Center for a yearly total of \$42k, and 7 days a week at Police Dept for \$55k. I was able to negotiate the rate through public bid to expand the Community Center service to 7 days a week at a cost of \$36k/year and the Police Dept at \$29K per year saving a total of \$32K. Edmond Town Hall ADA bathroom budget came in over budget by \$5k and I was able to negotiate that number down to \$3 below budget, saving \$8k. Total savings for all of these specific projects was \$205K, on top of the productivity savings by not having to have Departments such as Public Works handle all of their yearly contracts (approximately 15).

b) How many contracts per department (ie BOS vs BOE)

As stated before, many of the BOE contracts are run through existing State or national contracts, but we have publicly bid 3 and have solicited 3 or more quotes for many others, totaling approximately 10

Town contracts total approximately 15 through mostly public bidding. There are numerous "3 quotes" projects that I handle on a weekly basis.

c) How many more contacts can be identified to be negotiated by purchasing agent?

The Public Works contracts will be going out over the next two weeks (approximately 12) plus there are numerous CIP projects that I will be involved with bidding or quoting (Edmond Town Hall roofing improvements, High school turf replacement, Sandy Hook Permanent Memorial, and Library renovations).

36) Re Budget Transfers through 11/30/2020

	FROM		TO		REASON
AMOUNT	CODE	DESCRIPTION	CODE	DESCRIPTION	
ADMINISTRATIVE					
\$11,430	100	Certified Salary Adj.	100	Administrative Salaries	To allocate funds for salary adjustments and turnover savings
\$59,977	100	Teachers & Specialists Salaries	100	Certified Salary Adj.	To adjust budgets to current staff and salaries after turnover and advance degrees
\$48,980	100	Non-Certified Salary Adj.	100	Special Education Svcs Salaries	To allocate funds for salary adjustments and add a therapist for the blind
\$50,245	100	Clerical & Secretarial Salaries	100	Supervisors Salaries	To reclassify assistant business director position
\$7,042	100	Non-Certified Salary Adj.	100	Nurses	To add a part time nurse and increase hours due to COVID-19
\$19,269	100	Clerical & Secretarial Salaries			
\$32,281	100	Career/Job Salaries			

a) Pg 18 staffing table. From Approved budget to Current budget there is an increase of 10 FTE. The FTE increase for 2021-22 is shown as 3.16. Budget to Budget the increase is 13.19.

The budget books have traditionally presented "approved budget" to "proposed budget" changes. "Current budget" is included for transparency. The following are the details for the changes between the "approved budget" to the "current budget".

b) Pg 23 object summary dollar amount for 2020-21 Budget and Current are the same \$78,551,776

Yes. This is typically the case. By necessity, the district operates within the budget appropriated, making adjustments to specific areas as needs and costs change. The district currently anticipates that by the end of the year \$78,551,776 will be spent. For actual amounts spent to date the monthly financial statements provided by the district have this information.

c) How were new 10 positions created with no increase in expense? Where were they created?

The positions set forth in our budget requests are requirements at the time that the budget is prepared (typically 7-9 months before it's approved in April). Increases and decreases to positions occur every year after the budget is approved and positions and requirements are reassessed. Additional positions will then require an offset to another account, such as staffing turnover or other potential savings in non-certified salary accounts. This is just a small sample of the accounts we look at. We will never add a position without identifying an offset.

In this case, in particular, the 2020-21 budget was prepared even prior to COVID and prior to the formulation of the Reopening Plan. Staffing adjustments needed to be made in order to operate under COVID and for State compliance given the guidelines for opening schools (including additional nursing hours, paras, additional teachers to reduce class size in order to comply with social distancing, staff support, tech support (.6 position). In some cases, what was expected at one school in enrollment was needed at another without any cost to the budget. In other cases, as mentioned before, funds from turnover or other savings in salary accounts are targeted, if possible.

2020-21 changes from Budgeted to Current		
<u>Elementary Education</u>	<u>FTE</u>	<u>Note</u>
HAW - reading	0.20	required additional reading support
HAW - classroom para	-0.72	was not needed at HAW, used at SHS
SHS - classroom para	1.06	additional support hours for math & reading
SHS - classroom teacher	-1.00	non needed at SHS, used at MGS
MGS - classroom para	1.34	additional support hours for math & reading
MGS - classroom teacher	1.00	taken from SHS based on staffing needs there
HOM - classroom para	1.08	additional support hours for math & reading
HOM - classroom	1.00	based on enrollment numbers/class size
HOM - reading	0.50	required additional reading support
HOM - library para	0.14	library specialists - additional hours for 20-21
Total Elementary	4.6	

<u>Reed Intermediate</u>	<u>FTE</u>	<u>Note</u>
classroom para	0.15	additional support hours for math & reading
<u>Middle School</u>	<u>FTE</u>	<u>Note</u>
NMS - SRBI coord.	0.10	Specialists
<u>High School</u>	<u>FTE</u>	<u>Note</u>
NHS - world language	0.34	additional hours
NHS - social studies	0.2	additional hours
School to career	-0.5	reduction of position
TAP job coach	-0.86	reduction of position
Total High School	-0.82	
<u>Special Education</u>	<u>FTE</u>	<u>Note</u>
Para's	1.35	additional SPED para's required
BT	0.93	additional BT for blind student
PT/OT	0.09	additional hours for SPED students' needs
Job Coach	0.02	additional hours for SPED students' needs
HS Teacher	1.20	additional support for SPED students
Total Special Education	3.59	
<u>Pupil Personnel</u>	<u>FTE</u>	<u>Note</u>
Additional hours	0.30	additional nursing hours to meet students needs
		floater was decreased by .2 and .5 was added to RIS resulting in .3
<u>Technology</u>	<u>FTE</u>	<u>Note</u>
Tech Support	0.60	additional support required for workload/increased needs in tech support
<u>Total Staffing Changes</u>	<u>8.52</u>	<u>actual staffing changes</u>
Positions reclassified across departments, (funded appropriately through the budget) but not included in original staffing count	1.51	
2020-21 budget to 2020-21 Current	10.03	as seen on page 18 in staffing

In summary, personnel adjustments are made throughout the year (both positive and negative) based on student needs, changes in schedule, increased SPED IEPs and new students, unexpected class size growth. These adjustments, both positive and negative, are carried over

into the next budget year but not as new requests, as these were funded by offsets in turnover, savings from late hiring, open positions not filled, and other sources.

37) What non-English languages are taught in elementary, intermediate, middle and high school?

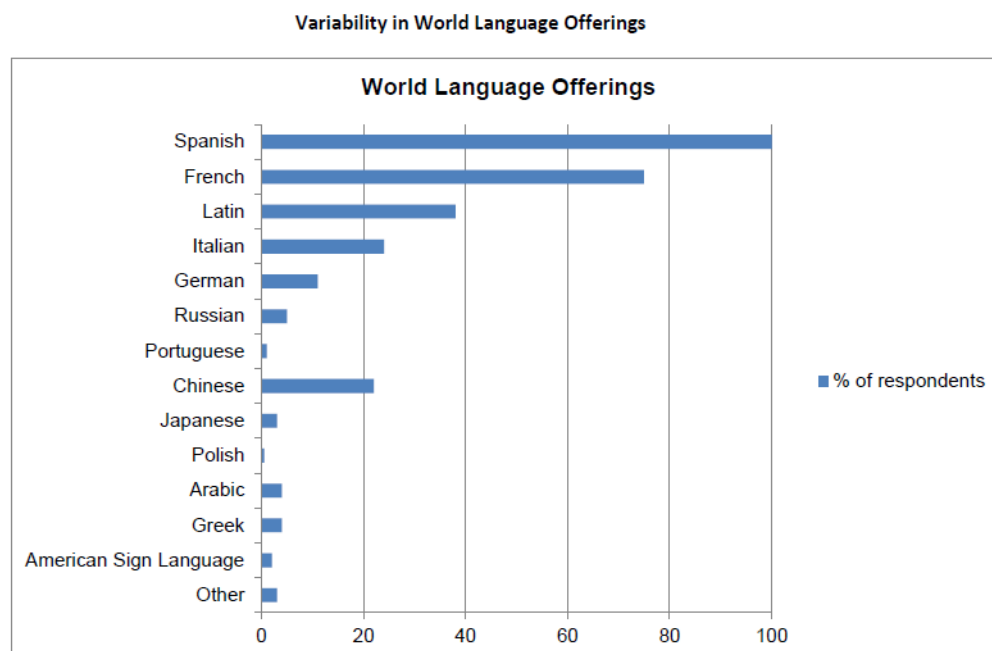
After a multi-year phase-in, Spanish will be taught in all grades K-6. At the Middle School, students take either Spanish or French. At the High School, students may take French, Italian, Latin, and Spanish.

a) What languages are part of Language Arts?

“Language Arts” typically is shorthand for “English language arts/literacy” as defined by Connecticut Common Core State Standards and involves the study of reading, writing and spoken English. This is the core English academic required by the State for all students.

b) What languages are considered “World Languages”?

The state does not define World Languages (but does specifically include American Sign Language).” A “Status Report on World Language Instruction in Connecticut Public Schools, 2012” commissioned by the Connecticut State Department of Education indicated the following languages being taught in Connecticut schools:



- 100% of those respondents offering a World Language, offer instruction in Spanish

38) Nurses. The COVID numbers (8/10/2020 and 9/11/2020) included additional Nursing staff (hrs per day and new 0.8 FTE). But on pg 144 comparing the Budget and Requested columns identifies a 0.2 FTE increase?

The COVID doc lists the floater position in whole as a .80 FTE as seen on page 144. Originally a floater position was a 1.0; however, this was reduced to a .80 and a .50 was added to the Reed school where it was needed. The net increase in dollars resulted in .30 FTE (the .8 was merely an internal note

so we could identify where the dollars were originally coded). This position was needed to support the nursing staff dealing directly with students and families related to COVID and contact tracing.

39) What measures are considered “common assessment data”?

The context of how this term is used is important. There are many, many common assessments used in the district: NWEA, DIBELS, biliteracy assessments, formative and summative assessments designed by teachers, CTAAAs, NGSS assessments, SBACs, PSATs, SATs, AP scores, and Connecticut Physical Fitness Exams are some of the common assessments used in the district. Aside from the typical high stakes SATs and SBAC, other standardized assessments are used as tools to provide important information to districts about the progress of individual students and cohort groups. These are not meant as comparative data with other districts. In fact, the State discourages using any data comparatively since the goal is to improve student learning across grade levels as they move through the system from where they begin to where they end.

a) Last year you provided a number of pages with useful information showing SAT, AP and SBSA scores. Are these the instruments considered “common assessment data”?

SAT scores, AP exams, and SBACs are some common standardized assessments that are considered “high stakes.” SATs and AP scores are often included in college entrance applications. SBACs are one of many measures used by the State to assess student performance within a given district. Again, SBAC assessment data is most useful to improve future curricular and instructional practices, as well as to support student growth and achievement.

b) In the introduction Thursday, 2019 SAT scores were presented. Where SAT, AP SBSA etc. tests given in 2020? If so would you share Newtown results

SBAC and the school-day PSAT and SATs were not administered in the 2019-20 school year due to COVID. Instead, students took the PSAT/SAT when they returned to school in the fall of 2020. AP tests for 2019-20 courses were administered to students at home in the spring of 2020. SBAC tests were not administered for the 2019-20 school year in Connecticut.

Fall 2020	SAT	
Total Number with Scored Tests	Percentage Level 3 or 4 (Meet or Exceed) %	Average Score
347	85	574
347	65	562
Fall 2020	PSAT	
Total Number with Scored Tests	Met Benchmark %	Average Score
330	82	539
330	57	515

AP EXAMS	AP Exams Takers	AP Total Exams	Exams with Scores of 3,4,5
Newtown School District	437	823	694

40) Last year in response to a question 10 “Could we get further detail on pupil service increase.” The response states “The number of SPED students (which is different from special education) has actually increased...”

The statement in parentheses should have read “pupil services” not “special education.” SPED and Special Education are synonymous. On the other hand, SPED is different from pupil services, which is why they appear in different sections in the budget. Pupil services include counseling, social work, psychology, and health and medical services

Please remind us of the definition of

a) Special Education (SPED)

Part B of the Individuals with Disabilities Education Act (IDEA) gives eligible children with disabilities ages 3 through 21 (upper age limit varies depending on state law) the right to a free appropriate public education (FAPE). According to the regulations, a child qualifies for special education and related services under IDEA if a team of professionals evaluates the child and determines that:

1. the child has a disability, as defined in Section 300.8 of the IDEA regulations, and
2. the child needs special education services because of that disability.

The evaluation must consider all areas related to the suspected disability; it also must use a variety of assessment tools and strategies. Within 30 days of concluding that your child qualifies for services, the school district must hold a meeting to create an individualized education program (IEP) for your child.

b) Students with IEP. Are all students with IEP considered to be in SPED? Do all SPED students have an IEP?

Only Special Education students have IEPs (Individualized Learning Plans) that outline objectives and modifications to their programs. Our district is bound to these IEP documents for all our SPED students.

42) What are Newtown High School graduation rates.

Row	Measure	2019-2020	2018-2019	2017-2018	
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	High School Graduation Rates	99.0%	96.6%	96.5%	
	students starting in the fall graduating at commencement				
	White	357	370	380	
	Non-White	64	39	32	
	% of students entering NHS as First Years graduating at commencement				
	White	n/a	n/a	n/a	
	Non-White	n/a	n/a	n/a	
	Where NHS graduates go after graduation				
	4-year college/university	79%	78%	87%	
	Community College	4%	6%	4%	
	Military	1%	1%	0.7%	
	Other	16%	15%	8.3%	

43) Technology: In the December 31, 2020 Financial report, there is a comment that “technology equipment remains stable for now as we do not anticipate the need for additional Chromebooks or other distance learning devices.”

This was accurate as we had already purchased what we needed for the 2020-2021 school year by December 2020 to account for students who needed devices for remote learning during the pandemic and the need for remote/hybrid learning models.

The 2021-2022 budget will address the 1:1 chromebooks for freshmen which were not fulfilled this year due to the lateness in obtaining devices as well as obsolete replacements across all grades.

Other devices in the budget, which are chromebooks for our freshman were part of our move to 1:1 technology.

a) Do we have a census on Chromebooks? iPads? (How many in each category and what is the division among schools?)

	Total	HAW	HOM	MGS	NHS	NMS	RIS	SHS
Chromebooks								
Students	3,290	290	292	391	706	631	597	383
Staff	312	44	31	51	25	53	55	51
iPads								
Students	415	74	61	54	25	3	91	107
Staff	181	13	16	37	48	25	19	24

b) Last year (pre-Covid), \$525,000 was requested for technology equipment and the budget book (p. 151) indicates that \$115,000 was transferred “into” the capital non-recurring. How do we reconcile this surplus with the increased demand for chromebooks, etc. post-Covid? Where did the money come from to cover the cost for those additional devices? How many devices were purchased since March 2020 and were any of those geared toward replacing existing, older devices?

The \$115,000 shown in red in 2020-21 is not a surplus. This was a part of a reduction to the BOE budget that was offset by the Town’s capital non-recurring fund. Thus, \$115,000 was spent on Technology in 2020-21, but was not included in the annual budget.

Additional devices that were purchased in the current year used \$400,000 that was appropriated from the Town’s Capital Non-recurring Fund in September 2020 for BOE COVID-related expenses. The \$400,000 only covers a portion of the additional devices as this account is still in the red.

The four-year phase-in plan to issue a Chromebook to every high school student was suspended for 2020-21 to allow distribution of these devices to students in need throughout the district. Thus, Chromebooks for High School freshmen are included in Technology Equipment 2021-22 budget (\$119,000) to re-initiate the four- year plan.

44) Staffing: Has the Diversity Compliance Coordinator position been filled or will that be filled in next year’s budget? If filled already, where did the funding for that position come from?

The position has not yet been filled, but we are hoping to fill this position with grant funding for the 2021-22 school year. The BOE approved the start date for this position at the latter part of this school year, and funds in personnel for positions not filled would allow for this to occur. The rationale is for someone to begin working with staff, students, leaders and families in order to establish a trusted presence within the district before the onset of the new school year. The prorated cost was approximately \$17,000 for the position to be filled in April. The funds will come from the non-certified turnover accounts.

45) Special Education: Is the increase in FTEs in paraeducators from 2018/19 because of increased children in the district or because of increased identification of children already in the district? How many special education children did we have in 18/19, 19/20, 20/21? In each year, how many were children that were new additions to the district (as opposed to existing students who were given IEPs)?

The number of special education students in the district has been consistently trending upward in the past five years.

2018-19: 621 (June 1 enrollment)

2019-20: 623 (June 1 enrollment)

1/21/21, the district had 636 identified students. However, as of today, February 22, 2021 the district has 653 special education students (plus 20 students homeschooled with intent of re-enrolling for the 2021-22 school year). Should these students re-enroll as stated by the parents, the district’s number of special education students would be 673.

Furthermore, for the 2020-21 school year, 38 new students identified with special needs moved into the district. Some of these students required 1:1 paras given the severity of their disability and as outlined in their IEP's received from previous district.

46) Transportation: Of the students attending in person, do we have a sense for the percentage that are taking buses versus those that are being dropped off? Have we been able to realize any savings from the reduction of bus usage by families due to covid?

At this time, we have not reduced any of our buses as they have all been running. For the month of December when we were fully remote, we did receive a 5% discount. Currently, we have approximately 75-80% students fully in-person to date. As was stated in another question, we consolidated buses and runs when we moved from a three tier to a two tier system when we changed the school start time. Due to our goal of accomplishing this as a "no cost" solution, we revised bus routes and configured routes and stops, which raised the number of students on buses at the time. We review this each year, and all taxpayers pay for bus transportation whether they use it or not. All students need to have a bus seat available.

47) Athletics: What percentage of 19/20 and 20/21 were school sports in session for? Did all coaches get paid regardless of whether they coached or not?

In 19/20 we ran full fall and winter sports, spring sports were cancelled however all coaches were paid for their virtual work with students. For 20-21 we ran a fall season and are half way through the winter season, all coaches have been paid.

48) The answer to a previous question (15a) indicated that \$106,847 of High School "student travel and staff mileage" was for student athletics. There is also \$106,847 on page 127 of the budget book listed for athletic travel. Is this a duplicate charge?

No. Interscholastic Sports and Activities are a Program within the High School budget (see page 105 for a list of all Programs). Each High School Program is detailed in the subsequent pages and each Program that includes a line 580 for Student Travel or Staff Mileage contributes to the total for that line within the High School budget. Because the details for Athletics are extensive, it has its own tab, but it provides the details for Interscholastic Sports and Activities Program within the High School budget. Thus, \$106,847 appears on the.

49) Class Size is a major determinant of the BOE Budget. Drift on class size can have substantial financial impact. I fully recognize that scheduling students is not like scheduling things and that the number of students can change from the time of budget preparation to opening of school. Some observations regarding the economics of class are below.

a. Guidelines for class size are presented in the budget book. Table below shows a few years of projected and actual class size at the elementary schools (Higher grades we too challenging for me to extract) The BOE is very consistent in projecting class size with no apparent creep year over year.

Class sizes for upper grades are in the budget book on pages 76, 89, and 107.

b. In the years shown, in no class was a class projected over the guideline. Except in 3rd & 4th grades in 2019-20, one or two students could be added to each average without exceeding the guideline.

	2019-20 Projected pg 51	2020-21 Projected pg 44	2021-22 Projected pg 44		2018-19 Actual	2019-20 Actual pg 44	2020-21 Actual pg 44
K							
Average Class Size	15.8	15.4	15.4		16.5	16.4	15.4
Guideline	15 - 18	15 - 18	15 - 18		20	15 - 18	15 - 18
1st & 2nd							
Average Class Size	17.7	17.6	17.8		18.1	18.0	17.1
Guideline	20	20	20		20	20	20
3rd & 4th							
Average Class Size	20.5	20.3	20.3		20.1	19.7	19.0
Guideline	19 - 21	25	25		25	25	25

Just one thing to keep in mind when looking at elementary school class sizes is that each of the four schools operate separately. So, the challenge of “right-sizing” classes is limited by the numbers within that school. For example, in 2020-21, Hawley’s fourth grade classes had a total of 52 students split across three rooms/sections, averaging 17 students per room. Although that is a smaller class size, reducing the rooms to two by making a reduction would have placed 26 students in each room - more than our guideline in a typical year (and too many in a year of a pandemic in an older building and smaller rooms with no HVAC system for ventilation). Most importantly, higher class sizes have a negative impact on learning as it is difficult to meet the individual needs of students.

50) Special Education - The 2019-20 BOE Budget book has some very useful statistics regarding special education students. In particular the table showing out of district special education was illuminating:

School Location	Cost	Actual 2018-19	Budget 2019-20	Cost Per 2018-19
1	\$ 538,615	3	3	\$ 179,538
2	\$ 411,948	3	3	\$ 137,316
3	\$ 249,206	1	2	\$ 249,206

4	\$ 198,240	7	4	\$ 28,320
5	\$ 150,000	4	2	\$ 37,500
6	\$ 151,175	2	1	\$ 75,588
7	\$ 166,990	1	1	\$ 166,990
8	\$ 263,572	3	3	\$ 87,857
9	\$ 172,590	2	2	\$ 86,295
10	\$ 59,256	1	1	\$ 59,256
11	\$ 179,848	3	3	\$ 59,949
12	\$ 188,746	1	2	\$ 188,746
13	\$ 242,831	1	1	\$ 242,831
14	\$ 107,800	1	1	\$ 107,800
16	\$ 104,000	3	2	\$ 34,667
17	\$ 30,000	2	2	\$ 15,000
18	\$ 4,100	2	1	\$ 2,050
19	\$ 75,000	1	1	\$ 75,000
20	\$ 82,095	0		
		41	35	
Mediated	\$ 572,900	14	15	\$ 40,921

The breakdown for the 2021-22 anticipated costs are as follows:

2021-22 OUT OF DISTRICT SPECIAL ED TUITION				
	STUDENTS			COST
SCHOOL	2020-21	2021-22		
LOCATION 1	4	4		\$778,613
LOCATION 2	3	3		\$395,445
LOCATION 3	1	1		\$73,700
LOCATION 4	3	2		\$214,400
LOCATION 5	2	2		\$110,324
LOCATION 6	2	2		\$123,840
LOCATION 7	1	1		\$80,815
LOCATION 8	3	3		\$272,073
LOCATION 9	1	1		\$83,600
LOCATION 10	1	1		\$82,497
LOCATION 11	1	1		\$74,492
LOCATION 12	1	1		\$158,116
LOCATION 13	2	2		\$280,000
LOCATION 14	2	2		\$197,434
LOCATION 15	2	2		\$215,140
LOCATION 16	1	1		\$89,756
LOCATION 17	1	1		\$164,590
TBD		2		\$130,000
OTHER SPECIAL ED COSTS (INCLUDES MAGNET & VO/AG SCHOOLS)				\$58,900
ALLOWANCE FOR INCREASES				\$103,614
MEDIATED AGREEMENTS	18	13		\$770,772
				\$4,458,121
EXCESS COST GRANT				(\$1,261,493)
NET BUDGET	49	45		\$3,196,628

a) To the extend that the breakdown is readily available, additional special education statistics could be helpful in understanding the dynamics of variance. See table below:

The years in the heading on the table were changed to allow us to share the data we have. We do not project the number of students in SPED as it changes so frequently. As an example, at the time the budget was prepared (1/12/21), there were 636 students receiving SPED services. Currently, there are 653 SPED students served by the district.

b) Remind me what “Mediated,” “PAL,” and “RISE” mean

PAL and RISE are two in-house special education programs (self-contained).

Mediated refers to mediated settlements with families regarding services to be provided for students, and where previous agreement has not been typically reached in a PPT or other meetings. Mediated settlements are often handled by both the district and family attorneys to mediate between the two groups.

c) Row 13 if SPED & IEP are the same, there is no need for this row.

d) Row 14 what is behind the nearly doubling of the Transition Program?

Row	Group	JUNE 2016	JUNE 2017	JUNE 2018	JUNE 2019	JUNE 2020	2021 Current
1	Elementary Special Ed Students *INCLUDES PAL (2016-2020)	160	173	183	188	196	182
2	Intermediate Special Ed Students	91	84	90	97	80	89
3	Middle School Special Ed Students *INCLUDES RISE (2016-2020)	57	86	97	94	98	91
4	High School Special Ed Students Preschool (2016-2017) OOD (2016-2020) Preschool/NCP (2018-2020) -RISE, PAL,PRE-K, OOD,NCP	133 62 27	121 71 23	112 25 82	129 23 90	146 23 80	171 120
5	Total Special Ed Students pg 128 graph	530	558	589	621	623	653
6	SPED - In house*	x	x	x	x	x	x
7	% Tuition <\$50,000 Out of District	12%	13%	14%	13%	12%	8%
8	% Tuition \$50,000 to \$100k Out of District	47%	40%	37%	35%	30%	33%
9	% Tuition \$100k to \$199k Out of District	35%	37%	38%	42%	53%	53%
10	% Tuition >\$200k Out of District	6%	11%	11%	10%	5%	6%
11	Total Out of District pg 34	36	40	42	41	40	43
12	Mediated	13	16	15	22	18	13
13	Students with IEP (If different from SPED) STUDENTS WITH AN IEP ARE IN SPECIAL EDUCATION	x	x	x	x	x	x
14	Transition Program- NCP pg 128 & 136			16	15	16	31

	See page 34, PAL & RISE are included in this number in 2020-21						
15	Community Partnership-SAME AS ABOVE-NCP IS THE NEWTOWN COMMUNITY PARTNERSHIP TRANSITION PROGRAM FOR AGES 18-22 THERE ARE 6 NEWTOWN STUDENTS AND 3 STUDENTS FROM OTHER DISTRICTS						6

** All SPED students are considered part of the district. Students who are outplaced can return at any time. The district remains responsible for their IEP and services. Students have a home in NPS schools and their outplacement is part of their IEP..*

51-59) <intentionally left blank>

60) Metrics. I would like to see additional metrics ("If you can't measure it you, can't manage it")
For next year's budget book

a) Google Analytics for the use of Town website and EDC, CSW, ETH, FFH, Go Green web sites

The Newtown Economic and Community Development Department is responsible for three websites that have been created over the past nine or so years.

newtown.org

newtownsandyhookeats.com

fairfieldhills.org

Each of these sites is on a separate platform (ex: Wix, Wordpress and one that is old and must be updated by an outside firm). We understand that this is inefficient, unnecessary and difficult to manage. In addition, a social media presence is in existence mainly through Facebook and Instagram, with Facebook having separate pages for E&CD Department, Fairfield Hills Campus and Newtown Sandy Hook Restaurants (a more broad presence than just 'restaurant week').

The website update planned for 2020 was preempted by COVID-19 activities in direct support of local businesses. It is expected that we will send an RFP out for the website redesign in March 2021. This redesign will incorporate the new branding that was completed in 2020, and will combine the three websites into one, with tabs for what are now separate websites. This information belongs on one website. We will be asking for a recommendation as to how to maintain a social media presence. Each Facebook page has a distinct personality and purpose. The 'Newtown Sandy Hook Restaurant' presence continues to gain followers almost daily.

We hope to be able to get metrics on what pages of which current websites are most heavily trafficked, as this will help to determine how to combine the three sites into one. Efforts to get this information continue. We realize that the firm that services this website will need to be large enough to manage our needs for information and tech support.

b) **Number of sscribers: Code Red, Smart 911, town notifications**

.

c) **Memberships: Community Center, Senior Center, Children's Adventure Center,**

Here are the membership numbers for the Senior Center for this FY so far:

382 resident members

35 nonresident members

Total: 417

Membership is down this year unfortunately due to the pandemic.

Questions for Technology Department

61) Has COVID changed the Town's approach to desktop vs laptop PCs. Did the town incur large costs to supported work at home?

IT reviewed and evaluated laptop requests. Examples of requests:

- Need laptops for video conferencing
 - Bought cameras and microphones for desktop. Also showed users how to use their smartphones for video calls
- Need laptops for training
 - Purchased 2 laptops for officer training
- Need laptops for accessing application systems from home
 - Enabled features on P&R app to allow user to access from home via VPN tunnel built into the application

Overall IT purchased 8 laptops (1 Fire Dept, 1 Park and Rec, 2 Health, 2 PD, 2 IT) **\$8,200**

- IT setup a Zoom account to accommodate up to 500 participants for large townhall meetings **\$1,200.**

62) What portion of Town software license fees and other IT support expenditures have been consolidated under IT and GIS Department? Pg 102

Most software licencing fees fall within the IT budget.

Exceptions

- Software associated with automobile/truck maintenance is not included
- PD software (NEXGEN), license plate reader software not included
- Software used by the community center is not included
- Any departments using web services other than the Town Clerk are not included
- Health department software is not included.

a) General Code LLC, of International Code Council Inc. for eCode360 is still in Town Clerk? Can that be moved to IT?

eCode is a collection of the regulation codes and procedures for Town Clerks and is basically a repository for that information. There is not no data manipulation or IT related interfaces that are associated with the system.

The budget could be moved to the IT budget, but it probably should remain in the Town Clerk's budget.

b) Some Town departments have their own web sites (EDC, CSW, ETH, FFH, Go Green, and soon the CC) are license and hosting fees consolidated in the Technology Budget?

None of the fees / licensing or hosting of these web sites are in the Technology budget.

c) Does Technology Department know of departments using outsider firms for web site design, maintenance and updates? Are/could/should these costs be consolidated in budget or practice?

The Technology department is not aware of which web firms are being used by various departments.

There are probably efficiencies that could be gained by consolidating the firms, and budgets.

63) To what extent do the school's IT and town's IT share resources and capabilities?

The Town IT and BoE share the IP phone system, the wireless system in the Municipal building and connect with the Community Center's education system through the Town network.

We use the same Finance system and the same incident management system.

Future project plans include using our data networks as a back up to each other in the event of a network failure.

When it is appropriate, we try and buy similar hardware, such as firewall equipment and switches so that we can share training expenses and knowledge.

64) The town has invested in IT systems with an expectation of both improving customer service and reducing workload on town staff. Does IT track benefit realization? If not do you know if other departments do that?

- Servers Upgrade
 - Investigating replacement servers for TONAD01 & TONAD02.
 - Investigating replacement for SAN infrastructure. Reviewing Dell and HP options provided by Ergo.
 - Investigating TAXD01 upgrade to 2019
 - Smart911 server upgrade project 2008 – 2012 and higher.
 - PD: Investigating/researching MOC NEXGEN and Smart911 server upgrade project 2008 – 2012 and higher.
 - Install new VMtools on Town VM servers - 95% completed.
- System maintenance
 - "Clean-up" Symantec Server.
 - "Clean-up" AD servers.
- eFP user passwords notification/warning when passwords are about to expire will not work. The feature allowing sending notifications was not part of the initial implementation/purchase. This option is available for an additional cost. Until further notice, Ramon will go to the system every now and then on each eFP users' profile to change/extend the expiration date for an additional 90 days. Cycle accomplished late in Dec will need to be done before April 5th.
- Working with A+ for the replacement of Animal Control S2 and Milestone systems.
- Preparation of HP 3500 Switch for Community Center network requirements of additional phone and data ports
- Preparation for RecTrac upgrade to latest version.
- IT getting calls from many users that their Win10 PCs (either 380s, 910 and 920s) are very slow and getting error

- a) Online tax payments. Outsourced tax payments by mail
- b) Online self-printing of records
- c) P&R and Community Center registrations and payments
- d) Online forms on a number of town web sites

Each department would track these stats. IT tracks the system availability.

65) Note on Tax Collector – Measures & Indicators state “decrease in customer accounts represents mainly a decrease in motor vehicle accounts” pg 80.

- a) 2018 to 2019 is an increase. Over the years in the table it doesn’t seem like a consistent decrease

That is a general statement that if there is a decrease most likely it is due to motor vehicles as opposed to the other categories.

- b) Assessor pg 94 Motor vehicle accounts seem to be increasing. Is this a legacy note that can be removed, or where is the decrease?

I have changed to: “if a decrease in customer accounts occurs, it typically represents a decrease in motor vehicle accounts (as opposed to real estate or personal property).”

In fact motor vehicle accounts decreased in this upcoming grand list due to out of state families moving into CT. As they register their vehicles in CT the motor vehicle accounts will increase.

66) There is not a Measures & Indicators table for the Police Department. I understand that there are reports on police activity. What are the URL for 2020 police activity statistic reports?

in a separate [documents] are statistics for years 17/18[see: [Police annual report 2017-2018](#)], 18/19[see: [Police annual report 2018-2019](#)], and 19/20[see: [Police annual report 2019-2020](#)]. Year 19/20 is not an accurate representation of actual activity, the covid 19 pandemic has affected our activity levels on multiple levels. I have provided the prior (2) years to give a more accurate representation of yearly statistics. These reports are provided to the Town Clerk annually for inclusion into their annual report.

67) Economic Development/Assessor - Residential building permits ae down 17% and commercial building permits are down 24%. Pg161. Does this suggest slower Grand List growth next year?

These represent all permits. “Building” permits actually went up due to new construction and building additions. We can change the table to reflect different permit types or we could change it to reflect just building permits.

68) Winter Maintenance - Given the weather this year, is there consideration to reducing the proposed decrease for 2021-22?

No, not at this time. If winter ended right now we would be at an annual average. That has happened some years. This would leave us with the same residual salt/sand that we started this year

with. On the other hand we could get a lot of winter between now and April and we would give a different answer. The weather will decide this answer before we set the final budget figures.

Public Building Maintenance

69) What is the plan for old Police (So. Main) building?

It is our understanding that the intent is to sell the building.

a) Building Maintenance, pg 185 total \$41,6868. Water & Sewage and Energy are increased over 2019-20

there are new benefit assessments for 20-21 for both sewer and water at Fairfield Hills. Energy is up because we have more square footage being covered and Eversource has planned increases for transmission, delivery and demand..All direct and indirect solar benefits have already been factored in for these buildings.

b) Can the building be moth-balled?

Possibly. The building will continue some occupancy until the dispatch center is fully and finally moved. Then the question is to what level do we moth ball ? (Shut off water and electricity except for heat and building security sensors? Without heat and and possibly a/c, depending on moisture levels,, a mothballed building can deteriorate very rapidly.

70) Cost breakdown pg 185 does not show Community Center. Last year Mr. Hurley indicated that because the facility was new a simple split between CC and SrC was made that did not take into account significant differences in usage such as hours of operation and the pool. Was adjustment made?

Yes. The Community Center is not represented here. They have their own budget. The numbers we have presented are only from SC actuals as adjusted.