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TOWN OF NEWTOWN

TOWN OF NEWTOWN LEGISLATIVE COUNCIL MEETING OCTOBER 18, 2017 NEWTOWN MUNICIPAL CENTER, NEWTOWN, CT

PRESENT: George Ferguson, Phil Carroll, Chris Eide, Neil Chaudhary, Judit DeStefano, Ryan Knapp, Paul Lundquist, Mary Ann Jacob, Dan Amaral, Tony Filiato, Dan Wiedemann, Dan Honan.

ALSO PRESENT: First Selectman Pat Llodra, Director of Planning George Benson, Commission On Aging John Boccuzzi, 1 public, 1 press.

CALL TO ORDER: Ms. Jacob called the meeting to order with the Pledge of Allegiance at 7:30 pm.

VOTER COMMENT: John Boccuzzi, 57 Queen Street – Mr. Boccuzzi said that he came to the meeting tonight to learn more about the Act concerning temporary healthcare structures, aka “Nanny Pods.” Mr. Boccuzzi feels it needs to be considered, possible solution to a real problem, could be a solution for people who wish to stay in Newtown, age in place, and an option to nursing homes. He understands there are technical challenges to address, such as septic system, but there are high tech septic systems that could possibly address challenges. The topic of Nanny Pods needs research and he hopes there will be a discussion tonight.

Dan Cologna, Castle Lane, Newtown - Mr. Cologna is a senior advisor, runs a home care agency, he spoke in favor of Nanny Pods as an alternative type of independent living for seniors in Newtown. Newtown has nice facilities but some are on the expensive side and this would provide a living situation that is not as costly as some assisted living, nursing homes, or home care, in order to pay for long term care for loved ones, financials can proved to be distressing. There needs to be a clear understanding of the benefits of temporary healthcare structures and how to best address the caregiver requirements and septic hook-ups.

MINUTES: MR. FERGUSON MOVED TO APPROVE THE MINUTES OF THE OCTOBER 4, 2017 MEETING. SECOND BY MR. HONAN. ALL IN FAVOR. (10-0) (Mr. Carroll and Ms. Jacob abstained.)

COMMUNICATIONS: Ms. Jacob referred to Board of Education Monthly Financial Report (ATTACHEMENT A), Debt Management Policy (ATTACHMENT B), Newtown Community & Senior Center CC-Administration Floor Plan (ATTACHMENT C).

LEGISLATIVE COUNCIL

COMMITTEE REPORTS: Mr. Filiato said that the Finance Committee met today, consider Board of Finance CIP process recommendation and will make a recommendation to present to the Legislative Council. Mr. Knapp noticed the Public Hearing for November 1, 2017 at 7:00 pm to hear public comment on the possible enactment of proposed ordinances: Acquisition of Real Property Ordinance and Pension Ordinance.

FIRST SELECTMAN'S REPORT: Regarding the state budget, Ms. Llodra said the leaders of the legislature have come together in principle, deadline is now is October 23 or 24 for clarity of the proposal, ECS formula has not been resolved, proposal does not include retirement benefits, but agree to spending caps, not sure where resources will come from, if Ms. Llodra gets early notice she will make sure to notify the clerk (June Sgobbo) to get the information out to the Legislative Council.

NEW BUSINESS

Opt out of Public Act 17-155, Nanny Pods

MR. LUNDQUIST MOVED TO AFFIRM THE RECOMMENDATION OF PLANNING AND ZONING TO OPT OUT OF PUBLIC ACT 17-155, NANNY PODS. SECOND BY MR.

CHAUDHARY. (ATTACHMENT D). Mr. Benson said that though the concept of temporary health care structures sounded good, the state legislature inserted into Town zone regulations without Town permission and provided an option to opt out of the public act. He said that this application of the law is almost impossible for zoning to follow through on, there are too many flaws in the statute, he cited challenges to regulate and oversee, such as ability for his department to certify that someone is impaired, as this is a portable structure intended for occupation by someone who is impaired and requires the assistance of a caregiver. He said that the structure is to be removed after 120 days after the person leaves, the enforcement and logistics are difficult and challenge of removing the pod would be difficult, then what to do with the pod once removed. He said that P & Z is open to looking at options, but there are too many issues regarding enforcement and zoning issues and health department issues that it is in the best interest of the Town and Planning and Zoning recommends to opt out of this public act.

Ms. Jacob commented that one reason to opt out is to give time to look at how to work with the regulations. Mr. Benson said probably not, temporary structure zoning is hard to control, he will look to easing options on other ideas. Ms. Jacob commented about the department of health issue, hook up to home is illegal, there would need to be an exemption from the state to hook up well and electricity. Mr. Chaudhary asked if we could opt back in one day, yes.

Mr. Lundquist asked if there were other municipalities that are not opting out, Mr. Benson said one town in eastern CT may opt in. Mr. Lundquist questioned if there are too many flaws in the statute, how did it get this far. Mr. Benson said that the statute was championed by someone in the legislature, it took other P & Z commissions by surprise, as it was learned about at a West COG meeting. Mr. Lundquist said it may be worth it to revisit it one day. Mr. Benson is not really in favor of permits for temporary structures, hard to control, hard to enforce, only 15 days to approve a permit.

Ms. DeStefano asked if there was an ability to opt in with modifications, Ms. Jacob explained that would not be possible because it is a public act.

Mr. Honan believed that there are assisted living options nearby Newtown and it would be wise to opt out.

Mr. Ferguson is not in support of this state mandated public act, though there is merit for further conversation to address assisted living needs in Newtown, such as a permanent structure attached to a house, which he would be in support of.

Mr. Eide commented about temporary structures not assessed as part of the property value, yet there will be strains on the Town's public safety resources. Mr. Benson said that temporary structures are not normally taxed and could be there for years.

Mr. Carroll expressed concern over regulations from the state. Mr. Benson said that the state may revisit the statute because so many towns will opt out.

Mr. Knapp said that he has a hard time opting out, there should be options to age in place, it can be viewed that we are choosing to opt out of a rule to help care for mentally or physically impaired, the need here is a struggle and worthwhile to pursue. If the regulations are too difficult to work with, there need to be ways to address the challenges and resolve issues to make it work. Challenges could be resolved with an annual permitting process. He fears that if we opt out now, nothing will be done in the future to revisit temporary health care structures. Mr. Benson said that P & Z cannot implement the statute the way it is written.

Ms. Llodra said there needs to be a way of how to address the need that is manageable, P & Z cannot be expected to ask someone to show documentation of their health, in a practical sense, it is impossible to implement. She said that we have to recognize that this writing is so flawed, at the same time, if there is a need, we have to design a solution. She does not think this is the answer, and to be mindful and careful of what we ask our staff to do, to put many departments in jeopardy, adding that if person is no longer living there, how to insure that it does not become a permanent structure.

Ms. Jacob said this is an unusual situation, the zoning commission has complete control over zoning and if the Legislative Council goes against the recommendation to opt out, there could be legal action. Ms. Jacob said that she understands that opting out makes sense while a broader discussion happens, she encourages P & Z members to explore possibilities of next steps.

Mr. Amaral referred to other options such as in-law apartments that are available or Walnut Tree Village. He also pointed out the challenges of how P & Z would know who is staying in the temporary structure, he questioned what happens to the structure if property is sold. He pointed out that the state is not helping to manage this.

Mr. Honan pointed out that if the Legislative Council votes not to opt out, what happens next. Mr. Benson said it would be litigated at some point. Mr. Benson said that the Legislative Council cannot dictate what P & Z should do. Ms. Llodra added that it is not a proper role for the Legislative Council, these decisions should be made by P & Z.

LEGISLATIVE COUNCIL

Ms. DeStefano said that she understands the reticence, but there could be huge value and there is a need. Maybe look at it as a rental, she hopes it will be discussed in the future.

Ms. Llodra said that the public has input for a change in zoning, the Legislative Council can ask P & Z to look at the zoning.

Mr. Carroll said that he is in favor of any solutions, but he is not in favor of pitting one board against another, the state put this on the municipalities.

Mr. Knapp speculated that maybe the state did this because of an aversion to temporary structures, the state has done things like this in the past, forcing municipalities to change. Ms. Llodra said her initial thought was to be outraged, an outreach by the state, for the state to take over P and Z in this way, to put it into Town's zoning.

MOTION PASSES TO AFFIRM THE RECOMMENDATION OF PLANNING AND ZONING TO OPT OUT OF PUBLIC ACT 17-155, NANNY PODS.ALL IN FAVOR. (11-1). (Mr. Knapp)

Mr. Benson said that P & Z will look into options and communicate to future Legislative Councils.

VOTER COMMENT: Mr. Boccucci appreciated the discussion on the topic of the Public Act 17-155 Temporary Health Care Structures, the issue is a real problem and hopes to have further discussion on dealing with aging in place and options for care.

Mr. Cologna said that he is disappointed with the outcome, there are challenges that the state has imposed on Newtown, but this problem is not going away, process of caring for loved ones can be devastating to families, and it will need to be referenced at some point.

ANNOUNCEMENTS: None.

ADJOURNMENT: There being no further business the meeting adjourned at 8:29.

Respectfully Submitted,

June Sgobbo
Clerk

Attachments:

Newtown Board of Education Monthly Financial Report, Newtown Debt Policy 20171004 Approved Newtown Debt Policy 092017 Redline, Newtown Community & Senior Center Administration Floor Plan, P+Z 2017 10-5-2017 Minutes, Planning Dept. Grannypod 9-13-2017, Memo – Robert Mulholland ARACT Temporary Healthcare Structures.

These are draft minutes and as such are subject to correction by the Legislative Council at the next regular meeting. All corrections will be determined in minutes of the meeting at which they were corrected.

**NEWTOWN BOARD OF EDUCATION
MONTHLY FINANCIAL REPORT
SEPTEMBER 30, 2017**

SUMMARY

This third report of the 2017-18 school year continues to provide year to date actual expenditures and encumbrances while still being limited in the area of anticipated obligations. Account-by-account analysis will begin now that classes have resumed and all staff is encumbered.

During the month of September, the Board of Education spent approximately \$7.1M; \$5.2M on salaries (certified staff coming on line with September having three pay periods), and \$1.9M on all other objects, including tuition and transportation. Several transfers are recommended to bring salary accounts into alignment based on actuals for the current year. The main object accounts with the exception of Other Purchased Services (tuition) are in a positive position for this quarter.

The current review to date, has identified several areas of concern with a lack of definitive offsets at this time. Variations in expenses are typically expected throughout the year, but pressures are exceeding what would be normal for this time of year.

The two required teachers for Sandy Hook School (K and Gr 3), and the Head O'Meadow teacher for Grade 2, along with .10 for PE were covered by the elimination of the Nurtury position, a Social Worker and the Academic Research Center (ARC) program covered by the NOVO Foundation grant with the balance from staff turnover. All other regular certified salaries with all changes and recommended transfers is at a break even, covering the budgeted certified salary adjustment line of negative \$106,724 for turnover.

With 23 new special education students moving into the district over the summer, their associated expenses are hitting the books very early this school year. We have had a need to add two Paras at Sandy Hook School, three Paras at Reed, and two Paras at the Middle School while two Paras were reduced at HOM. The total expected excess related to these Paras will be approximately \$80,000. Added to this is the reality that there are 36 students outplaced with 14 mediated settlements for a total of 50 tuition students. (Five new mediations since July 1). The best estimate at this time including excess cost is that this account will exceed budget by approximately \$322,000. (This assumes that the proposed new Special Education Grant that was to bring the district \$1,031,481 materializes. This appears unlikely and it will be incumbent for the Board of Education to ask that this amount of money be restored to the budget, as was the agreement when the Legislative Council reduced this amount from the Boards budget. This however should wait until the State budget is settled).

Complementing the increased tuitions is the need for more transportation which has been facilitated by the addition of another special education van, approximate cost \$38,000.

Further new needs occurred at the High School for Para assistance under 504 accommodation, approximately \$15,000, and a Para in the TAP program approximately \$5,000.

Athletic insurance came in \$5,000 higher while property and liability exceeds expectations by \$5,782.

Propane fuel for the buses may exceed estimates by approximately \$30,000 due to the failure of the federal government to extend the energy tax credit for the use of alternative fuels.

There have also been rising prices for electricity, which will undoubtedly be another concern when our current contract expires in early December.

Summing these items puts us in the area of a \$500,000 shortfall for which an immediate 25% hold back has been put in place for all cost centers on certain budget items in order to provide adequate funding for these and any continued increases in needs. (This situation is similar to what had occurred during the 2015-16 fiscal year). We will also look at some unallocated funds under IDEA and Medicaid to see if some staff can be covered, approximately \$120,000. This in addition to the issues with the State budget will make this school year an extremely difficult one.

The district will also need a transfer from the Town for the assumption of the School Security Officers program within the Board of Education budget. This is estimated to be in the neighborhood of \$320,000.

On the revenue side we are showing receipts for local tuition and some miscellaneous fees.

The budget will be closely monitored with any important issues identified as soon as we become aware of them.

TERMS AND DEFINITIONS

The Newtown Board of Education's Monthly Financial Report provides summary financial information in the following areas:

- Object Code – a service or commodity obtained as the result of a specific expenditure defined by eight categories: Salaries, Employee Benefits, Professional Services, Purchased Property Services, Other Purchased Services, Supplies, Property, and Miscellaneous.
- Expense Category – further defines the type of expense by Object Code
- Expended 2016-17 – unaudited expenditures from the prior fiscal year (for comparison purposes)
- Approved Budget – indicates a town approved financial plan used by the school district to achieve its goals and objectives.
- YTD Transfers – identified specific cross object codes requiring adjustments to provide adequate funding for the fiscal period. This includes all transfers made to date. (None at this time)
- Current Transfers – identifies the recommended cross object codes for current month action. (None proposed at this time)
- Current Budget – adjusts the Approved Budget calculating adjustments (+ or -) to the identified object codes.
- Year-To-Date Expended – indicates the actual amount of cumulative expenditures processed by the school district through the month-end date indicated on the monthly budget summary report.
- Encumbered – indicates approved financial obligations of the school district as a result of employee salary contracts, purchasing agreements, purchase orders, or other identified obligations not processed for payment by the date indicated on the monthly budget summary report.
- Balance – calculates object code account balances subtracting expenditures and encumbrances from the current budget amount indicating accounts with unobligated balances or shortages.
- Anticipated Obligation - is a column which provides a method to forecast expense category fund balances that have not been approved via an encumbrance, but are anticipated to be expended or remain with an account balance to maintain the overall budget funding level. Receivable revenue (i.e., grants) are included in this column which has the effect of netting the expected expenditure.
- Projected Balance - calculates the object code balances subtracting the Anticipated Obligations. These balances will move up and down as information is known and or decisions are anticipated or made about current and projected needs of the district.

The monthly budget summary report also provides financial information on the State of Connecticut grant reimbursement programs (Excess Cost and Agency Placement Grants and Magnet Grant Transportation). These reimbursement grants/programs are used to supplement local school district budget programs as follows:

Excess Cost Grant – (Current Formula) this State of Connecticut reimbursement grant is used to support local school districts for education costs of identified special education students whose annual education costs exceed local prior year per pupil expenditure by 4 ½. Students placed by the Department of Child and Family Services (DCF) are reimbursed after the school district has met the prior year's per pupil expenditure. School districts report these costs annually in December and March of each fiscal year. State of Connecticut grant calculations are determined by reimbursing eligible costs (60%-100%) based on the SDE grant allocation and all other town submittals.

Magnet Transportation Grant -- provides reimbursement of \$1,300 for local students attending approved Magnet school programs. The budgeted grant is \$62,400 for this year.

The last portion of the monthly budget summary reports school generated revenue that are anticipated revenue to the Town of Newtown. Fees and charges include:

- Local Tuition – amounts the board receives from non-residents who pay tuition to attend Newtown schools. Primarily from staff members.
- High school fees for three identified programs 1) high school sports participation fees, 2) parking permit fees and 3) child development fees.
- The final revenue is miscellaneous fees, which constitute refunds, rebates, prior year claims, etc.

NEWTOWN BOARD OF EDUCATION

2017-18 BUDGET SUMMARY REPORT

FOR THE MONTH ENDING - SEPTEMBER 30, 2017

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2016 - 2017	YTD					YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE
			APPROVED BUDGET	TRANSFERS 2017 - 2018	CURRENT TRANSFERS	CURRENT BUDGET						
GENERAL FUND BUDGET												
100	SALARIES	\$ 45,552,910	\$ 46,819,455	\$ -	(10,000)	\$ 46,809,455	\$ 6,558,650	\$ 38,741,955	\$ 1,508,850	\$ (29,301)	\$ 1,538,151	
200	EMPLOYEE BENEFITS	\$ 11,471,657	\$ 11,630,322	\$ -	-	\$ 11,630,322	\$ 3,409,133	\$ 6,759,918	\$ 1,461,270	\$ -	\$ 1,461,270	
300	PROFESSIONAL SERVICES	\$ 768,820	\$ 863,121	\$ -	-	\$ 863,121	\$ 122,283	\$ 154,615	\$ 586,224	\$ (10,490)	\$ 596,714	
400	PURCHASED PROPERTY SERV.	\$ 2,349,864	\$ 1,877,822	\$ -	-	\$ 1,877,822	\$ 514,541	\$ 645,448	\$ 717,833	\$ -	\$ 717,833	
500	OTHER PURCHASED SERVICES	\$ 8,656,242	\$ 7,606,000	\$ -	10,000	\$ 7,616,000	\$ 2,449,569	\$ 6,375,310	\$ (1,208,878)	\$ (2,365,717)	\$ 1,156,839	
600	SUPPLIES	\$ 3,832,662	\$ 3,573,732	\$ -	-	\$ 3,573,732	\$ 615,466	\$ 235,959	\$ 2,722,308	\$ -	\$ 2,722,308	
700	PROPERTY	\$ 874,846	\$ 556,850	\$ -	-	\$ 556,850	\$ 275,584	\$ 10,592	\$ 270,674	\$ -	\$ 270,674	
800	MISCELLANEOUS	\$ 60,122	\$ 68,655	\$ -	-	\$ 68,655	\$ 46,238	\$ 2,149	\$ 20,269	\$ -	\$ 20,269	
TOTAL GENERAL FUND BUDGET		\$ 73,567,123	\$ 72,995,957	\$ -	-	\$ 72,995,957	\$ 13,991,464	\$ 52,925,944	\$ 6,078,549	\$ (2,405,508)	\$ 8,484,057	
TRANSFER NON-LAPSING		\$ 97,942										
GRAND TOTAL		\$ 73,665,065	\$ 72,995,957	\$ -	-	\$ 72,995,957	\$ 13,991,464	\$ 52,925,944	\$ 6,078,549	\$ (2,405,508)	\$ 8,484,057	

(Unaudited)

NEWTOWN BOARD OF EDUCATION

2017-18 BUDGET SUMMARY REPORT

FOR THE MONTH ENDING - SEPTEMBER 30, 2017

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2016 - 2017	YTD				CURRENT BUDGET	YTD		BALANCE	ANTICIPATED PROJECTED	
			APPROVED BUDGET	TRANSFERS 2017 - 2018	CURRENT TRANSFERS	CURRENT BUDGET		EXPENDITURE	ENCUMBER		OBLIGATIONS	BALANCE
100	SALARIES											
	Administrative Salaries	\$ 3,433,535	\$ 3,506,802	\$ (1,039)	\$ (36,201)	\$ 3,469,562	\$	\$ 846,679	\$ 2,619,312	\$ 3,572	\$ -	\$ 3,572
	Teachers & Specialists Salaries	\$ 29,759,570	\$ 30,400,715	\$ -	\$ 18,537	\$ 30,419,252	\$	\$ 3,575,824	\$ 26,723,147	\$ 120,281	\$ -	\$ 120,281
	Early Retirement	\$ 84,500	\$ 32,000	\$ -	\$	\$ 32,000	\$	\$ 32,000	\$ -	\$ -	\$ -	\$ -
	Continuing Ed./Summer School	\$ 81,761	\$ 94,578	\$ 1,039	\$ (5,785)	\$ 89,832	\$	\$ 51,832	\$ 34,500	\$ 3,501	\$ -	\$ 3,501
	Homebound & Tutors Salaries	\$ 192,562	\$ 256,604	\$ -	\$	\$ 256,604	\$	\$ 9,690	\$ 77,374	\$ 169,539	\$ -	\$ 169,539
	Certified Substitutes	\$ 625,894	\$ 669,520	\$ -	\$ (20,000)	\$ 649,520	\$	\$ 36,433	\$ 248,800	\$ 364,288	\$ -	\$ 364,288
	Coaching/Activities	\$ 552,865	\$ 579,338	\$ -	\$	\$ 579,338	\$	\$ -	\$ -	\$ 579,338	\$ -	\$ 579,338
	Staff & Program Development	\$ 125,840	\$ 178,469	\$ -	\$	\$ 178,469	\$	\$ 82,770	\$ 35,844	\$ 59,855	\$ -	\$ 59,855
	CERTIFIED SALARIES	\$ 34,856,526	\$ 35,718,026	\$ -	\$ (43,449)	\$ 35,674,577	\$	\$ 4,635,228	\$ 29,738,976	\$ 1,300,373	\$ -	\$ 1,300,373
	Supervisors/Technology Salaries	\$ 777,355	\$ 791,595	\$ 6,671	\$	\$ 798,266	\$	\$ 182,281	\$ 527,406	\$ 88,579	\$ -	\$ 88,579
	Clerical & Secretarial salaries	\$ 2,127,342	\$ 2,193,704	\$ -	\$ (2,618)	\$ 2,191,086	\$	\$ 425,610	\$ 1,751,687	\$ 13,789	\$ -	\$ 13,789
	Educational Assistants	\$ 2,223,841	\$ 2,327,687	\$ -	\$ 68,990	\$ 2,396,677	\$	\$ 275,055	\$ 2,109,175	\$ 12,447	\$ (12,715)	\$ 25,162
	Nurses & Medical advisors	\$ 725,625	\$ 737,830	\$ 2,516	\$ 251	\$ 740,597	\$	\$ 89,211	\$ 624,349	\$ 27,037	\$ -	\$ 27,037
	Custodial & Maint Salaries	\$ 2,914,019	\$ 3,029,989	\$ 1,133	\$ (169)	\$ 3,030,953	\$	\$ 713,283	\$ 2,271,417	\$ 46,253	\$ -	\$ 46,253
	Non Certified Adj & Bus Drivers salaries	\$ -	\$ 71,792	\$ (60,092)	\$	\$ 11,700	\$	\$ 2,843	\$ -	\$ 8,857	\$ -	\$ 8,857
	Career/Job salaries	\$ 159,845	\$ 204,168	\$ 2,537	\$ (30,616)	\$ 176,089	\$	\$ (85,322)	\$ 213,764	\$ 47,647	\$ -	\$ 47,647
	Special Education Svcs Salaries	\$ 1,073,371	\$ 1,119,853	\$ 46,970	\$ (2,389)	\$ 1,164,434	\$	\$ 158,095	\$ 1,017,452	\$ (11,112)	\$ (16,586)	\$ 5,474
	Attendance & Security Salaries	\$ 320,558	\$ 317,169	\$ 265	\$ (14,937)	\$ 302,497	\$	\$ 78,159	\$ 484,443	\$ (260,105)	\$ -	\$ (260,105)
	Extra Work - Non-Cert	\$ 122,759	\$ 80,352	\$ -	\$ 14,937	\$ 95,289	\$	\$ 39,721	\$ 3,286	\$ 52,282	\$ -	\$ 52,282
	Custodial & Maint. Overtime	\$ 225,822	\$ 191,290	\$ -	\$	\$ 191,290	\$	\$ 42,175	\$ -	\$ 149,115	\$ -	\$ 149,115
	Civic activities/Park & Rec	\$ 25,847	\$ 36,000	\$ -	\$	\$ 36,000	\$	\$ 2,313	\$ -	\$ 33,687	\$ -	\$ 33,687
	NON-CERTIFIED SALARIES	\$ 10,696,384	\$ 11,101,429	\$ -	\$ 33,449	\$ 11,134,878	\$	\$ 1,923,423	\$ 9,002,978	\$ 208,477	\$ (29,301)	\$ 237,778
	SUBTOTAL SALARIES	\$ 45,552,910	\$ 46,819,455	\$ -	\$ (10,000)	\$ 46,809,455	\$	\$ 6,558,650	\$ 38,741,955	\$ 1,508,850	\$ (29,301)	\$ 1,538,151

NEWTOWN BOARD OF EDUCATION

2017-18 BUDGET SUMMARY REPORT

FOR THE MONTH ENDING - SEPTEMBER 30, 2017

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2016 - 2017	YTD				YTD		BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE
			APPROVED BUDGET	TRANSFERS 2017 - 2018	CURRENT TRANSFERS	CURRENT BUDGET	EXPENDITURE	ENCUMBER			
200	EMPLOYEE BENEFITS										
	Medical & Dental Expenses	\$ 8,829,669	\$ 8,835,482	\$ -		\$ 8,835,482	\$ 2,284,223	\$ 6,514,806	\$ 36,453	\$ -	\$ 36,453
	Life Insurance	\$ 83,841	\$ 86,329	\$ -		\$ 86,329	\$ 20,666	\$ -	\$ 65,663	\$ -	\$ 65,663
	FICA & Medicare	\$ 1,391,811	\$ 1,441,193	\$ -		\$ 1,441,193	\$ 234,960	\$ -	\$ 1,206,233	\$ -	\$ 1,206,233
	Pensions	\$ 611,619	\$ 662,888	\$ -		\$ 662,888	\$ 604,662	\$ 4,711	\$ 53,515	\$ -	\$ 53,515
	Unemployment & Employee Assist.	\$ 51,832	\$ 87,000	\$ -		\$ 87,000	\$ 2,023	\$ -	\$ 84,977	\$ -	\$ 84,977
	Workers Compensation	\$ 502,885	\$ 517,430	\$ -		\$ 517,430	\$ 262,600	\$ 240,401	\$ 14,428	\$ -	\$ 14,428
	SUBTOTAL EMPLOYEE BENEFITS	\$ 11,471,657	\$ 11,630,322	\$ -	\$ -	\$ 11,630,322	\$ 3,409,133	\$ 6,759,918	\$ 1,461,270	\$ -	\$ 1,461,270
300	PROFESSIONAL SERVICES										
	Professional Services	\$ 575,862	\$ 614,472	\$ -		\$ 614,472	\$ 48,422	\$ 138,416	\$ 427,634	\$ (10,490)	\$ 438,124
	Professional Educational Ser.	\$ 192,957	\$ 248,649	\$ -		\$ 248,649	\$ 73,861	\$ 16,198	\$ 158,590	\$ -	\$ 158,590
	SUBTOTAL PROFESSIONAL SVCS	\$ 768,820	\$ 863,121	\$ -	\$ -	\$ 863,121	\$ 122,283	\$ 154,615	\$ 586,224	\$ (10,490)	\$ 596,714
400	PURCHASED PROPERTY SVCS										
	Buildings & Grounds Services	\$ 706,299	\$ 713,100	\$ -		\$ 713,100	\$ 265,947	\$ 342,334	\$ 104,818	\$ -	\$ 104,818
	Utility Services - Water & Sewer	\$ 124,917	\$ 127,464	\$ -		\$ 127,464	\$ 16,703	\$ -	\$ 110,761	\$ -	\$ 110,761
	Building, Site & Emergency Repairs	\$ 517,986	\$ 460,850	\$ -		\$ 460,850	\$ 99,412	\$ 128,210	\$ 233,228	\$ -	\$ 233,228
	Equipment Repairs	\$ 297,102	\$ 279,712	\$ -		\$ 279,712	\$ 52,297	\$ 21,672	\$ 205,743	\$ -	\$ 205,743
	Rentals - Building & Equipment	\$ 263,619	\$ 272,923	\$ -		\$ 272,923	\$ 56,409	\$ 153,232	\$ 63,282	\$ -	\$ 63,282
	Building & Site Improvements	\$ 439,942	\$ 23,773	\$ -		\$ 23,773	\$ 23,773	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL PUR. PROPERTY SER.	\$ 2,349,864	\$ 1,877,822	\$ -	\$ -	\$ 1,877,822	\$ 514,541	\$ 645,448	\$ 717,833	\$ -	\$ 717,833

NEWTOWN BOARD OF EDUCATION

2017-18 BUDGET SUMMARY REPORT

FOR THE MONTH ENDING - SEPTEMBER 30, 2017

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2016 - 2017	YTD				YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	
			APPROVED BUDGET	TRANSFERS 2017 - 2018	CURRENT TRANSFERS	CURRENT BUDGET						
500	OTHER PURCHASED SERVICES											
		Contracted Services	\$ 468,842	\$ 575,152	\$ -	\$ 10,000	\$ 585,152	\$ 287,380	\$ 39,505	\$ 258,266	\$ -	\$ 258,266
		Transportation Services	\$ 4,196,264	\$ 4,212,681	\$ -		\$ 4,212,681	\$ 469,277	\$ 2,890,073	\$ 853,331	\$ (311,657)	\$ 1,164,988
		Insurance - Property & Liability	\$ 381,160	\$ 399,012	\$ -		\$ 399,012	\$ 232,955	\$ 175,156	\$ (9,100)	\$ -	\$ (9,100)
		Communications	\$ 143,318	\$ 155,694	\$ -		\$ 155,694	\$ 35,592	\$ 90,089	\$ 30,013	\$ -	\$ 30,013
		Printing Services	\$ 32,951	\$ 35,293	\$ -		\$ 35,293	\$ 4,197	\$ -	\$ 31,096	\$ -	\$ 31,096
		Tuition - Out of District	\$ 3,202,382	\$ 2,014,771	\$ -		\$ 2,014,771	\$ 1,401,768	\$ 3,052,279	\$ (2,439,276)	\$ (2,054,060)	\$ (385,216)
		Student Travel & Staff Mileage	\$ 231,325	\$ 213,397	\$ -		\$ 213,397	\$ 18,399	\$ 128,207	\$ 66,791	\$ -	\$ 66,791
		SUBTOTAL OTHER PURCHASED SERVICES	\$ 8,656,242	\$ 7,606,000	\$ -	\$ 10,000	\$ 7,616,000	\$ 2,449,569	\$ 6,375,310	\$ (1,208,878)	\$ (2,365,717)	\$ 1,156,839
600	SUPPLIES											
		Instructional & Library Supplies	\$ 834,174	\$ 777,524	\$ -		\$ 777,524	\$ 258,113	\$ 129,900	\$ 389,511	\$ -	\$ 389,511
		Software, Medical & Office Sup.	\$ 222,049	\$ 156,753	\$ -		\$ 156,753	\$ 25,879	\$ 29,095	\$ 101,779	\$ -	\$ 101,779
		Plant Supplies	\$ 393,852	\$ 411,000	\$ -		\$ 411,000	\$ 72,207	\$ 72,096	\$ 266,697	\$ -	\$ 266,697
		Electric	\$ 1,282,498	\$ 1,318,911	\$ -		\$ 1,318,911	\$ 221,115	\$ -	\$ 1,097,796	\$ -	\$ 1,097,796
		Propane & Natural Gas	\$ 357,111	\$ 390,800	\$ -		\$ 390,800	\$ 29,762	\$ -	\$ 361,038	\$ -	\$ 361,038
		Fuel Oil	\$ 202,843	\$ 278,980	\$ -		\$ 278,980	\$ -	\$ -	\$ 278,980	\$ -	\$ 278,980
		Fuel For Vehicles & Equip.	\$ 198,134	\$ 213,742	\$ -		\$ 213,742	\$ 4,866	\$ -	\$ 208,876	\$ -	\$ 208,876
		Textbooks	\$ 342,002	\$ 26,022	\$ -		\$ 26,022	\$ 3,524	\$ 4,868	\$ 17,630	\$ -	\$ 17,630
	SUBTOTAL SUPPLIES	\$ 3,832,662	\$ 3,573,732	\$ -	\$ -	\$ 3,573,732	\$ 615,466	\$ 235,959	\$ 2,722,308	\$ -	\$ 2,722,308	

NEWTOWN BOARD OF EDUCATION
2017-18 BUDGET SUMMARY REPORT
FOR THE MONTH ENDING - SEPTEMBER 30, 2017

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2016 - 2017	APPROVED BUDGET	YTD TRANSFERS 2017 - 2018	CURRENT TRANSFERS	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE
700	PROPERTY										
	Capital Improvements (Sewers)	\$ 218,541	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Technology Equipment	\$ 528,360	\$ 547,650	\$ -	\$ 547,650	\$ 547,650	\$ 274,695	\$ 9,267	\$ 263,688	\$ -	\$ 263,688
	Other Equipment	\$ 127,945	\$ 9,200	\$ -	\$ 9,200	\$ 9,200	\$ 889	\$ 1,325	\$ 6,986	\$ -	\$ 6,986
	SUBTOTAL PROPERTY	\$ 874,846	\$ 556,850	\$ -	\$ -	\$ 556,850	\$ 275,584	\$ 10,592	\$ 270,674	\$ -	\$ 270,674
800	MISCELLANEOUS										
	Memberships	\$ 60,122	\$ 68,655	\$ -	\$ 68,655	\$ 68,655	\$ 46,238	\$ 2,149	\$ 20,269	\$ -	\$ 20,269
	SUBTOTAL MISCELLANEOUS	\$ 60,122	\$ 68,655	\$ -	\$ -	\$ 68,655	\$ 46,238	\$ 2,149	\$ 20,269	\$ -	\$ 20,269
	TOTAL LOCAL BUDGET	\$ 73,567,123	\$ 72,995,957	\$ -	\$ -	\$ 72,995,957	\$ 13,991,464	\$ 52,925,944	\$ 6,078,549	\$ (2,405,508)	\$ 8,484,057

(Unaudited)

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING - SEPTEMBER 30, 2017

OFFSETTING REVENUE INCLUDED IN ANTICIPATED OBLIGATIONS

OBJECT	EXPENSE CATEGORY	BUDGETED	ANTICIPATED	FINAL	FEB RECEIVED	MAY RECEIVED
100	SALARIES	\$ (29,301)	\$ -	\$ (29,301)	\$ -	\$ -
200	EMPLOYEE BENEFITS	\$ -	\$ -	\$ -	\$ -	\$ -
300	PROFESSIONAL SERVICES	\$ (10,490)	\$ -	\$ (10,490)	\$ -	\$ -
400	PURCHASED PROPERTY SERV.	\$ -	\$ -	\$ -	\$ -	\$ -
500	OTHER PURCHASED SERVICES	\$ (2,365,717)	\$ -	\$ (2,365,717)	\$ -	\$ -
600	SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ -
700	PROPERTY	\$ -	\$ -	\$ -	\$ -	\$ -
800	MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL GENERAL FUND BUDGET		\$ (2,405,508)	\$ -	\$ (2,405,508)	\$ -	\$ -
100	SALARIES	\$ -	\$ -	\$ -	\$ -	\$ -
	Administrative Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
	Teachers & Specialists Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
	Early Retirement	\$ -	\$ -	\$ -	\$ -	\$ -
	Continuing Ed./Summer School	\$ -	\$ -	\$ -	\$ -	\$ -
	Homebound & Tutors Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
	Certified Substitutes	\$ -	\$ -	\$ -	\$ -	\$ -
	Coaching/Activities	\$ -	\$ -	\$ -	\$ -	\$ -
	Staff & Program Development	\$ -	\$ -	\$ -	\$ -	\$ -
	CERTIFIED SALARIES	\$ -	\$ -	\$ -	\$ -	\$ -
	Supervisors/Technology Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
	Clerical & Secretarial salaries	\$ -	\$ -	\$ -	\$ -	\$ -
	Educational Assistants	\$ (12,715)	\$ -	\$ (12,715)	\$ -	\$ -
	Nurses & Medical advisors	\$ -	\$ -	\$ -	\$ -	\$ -
	Custodial & Maint Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
	Non Certified Salary Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -
	Career/Job salaries	\$ -	\$ -	\$ -	\$ -	\$ -
	Special Education Svcs Salaries	\$ (16,586)	\$ -	\$ (16,586)	\$ -	\$ -
	Attendance & Security Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
	Extra Work - Non-Cert	\$ -	\$ -	\$ -	\$ -	\$ -
	Custodial & Maint. Overtime	\$ -	\$ -	\$ -	\$ -	\$ -
	Civic activities/Park & Rec	\$ -	\$ -	\$ -	\$ -	\$ -
	NON-CERTIFIED SALARIES	\$ (29,301)	\$ -	\$ (29,301)	\$ -	\$ -
	SUBTOTAL SALARIES	\$ (29,301)	\$ -	\$ (29,301)	\$ -	\$ -
200	EMPLOYEE BENEFITS	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL EMPLOYEE BENEFITS	\$ -	\$ -	\$ -	\$ -	\$ -

FOR THE MONTH ENDING - SEPTEMBER 30, 2017

OFFSETTING REVENUE INCLUDED IN ANTICIPATED OBLIGATIONS

OBJECT	EXPENSE CATEGORY	BUDGETED	0	ANTICIPATED	FINAL	FEB RECEIVED	MAY RECEIVED
300	PROFESSIONAL SERVICES						
	Professional Services	\$ (10,490)	\$	(10,490)	\$	- \$	- \$
	Professional Educational Ser.	\$ -	\$	-	\$	- \$	- \$
	SUBTOTAL PROFESSIONAL SVCS	\$ (10,490)	\$	(10,490)	\$	- \$	- \$
400	PURCHASED PROPERTY SVCS						
	SUBTOTAL PUR. PROPERTY SER.	\$ -	\$	-	\$	- \$	- \$
500	OTHER PURCHASED SERVICES						
	Contracted Services	\$ -	\$	-	\$	- \$	- \$
	Transportation Services	\$ (311,657)	\$	(311,657)	\$	- \$	- \$
	Insurance - Property & Liability	\$ -	\$	-	\$	- \$	- \$
	Communications	\$ -	\$	-	\$	- \$	- \$
	Printing Services	\$ -	\$	-	\$	- \$	- \$
	Tuition - Out of District	\$ (2,054,060)	\$	(2,054,060)	\$	- \$	- \$
	Student Travel & Staff Mileage	\$ -	\$	-	\$	- \$	- \$
	SUBTOTAL OTHER PURCHASED SER.	\$ (2,365,717)	\$	(2,365,717)	\$	- \$	- \$
600	SUPPLIES						
	SUBTOTAL SUPPLIES	\$ -	\$	-	\$	- \$	- \$
700	PROPERTY						
	SUBTOTAL PROPERTY	\$ -	\$	-	\$	- \$	- \$
800	MISCELLANEOUS						
	Memberships	\$ -	\$	-	\$	- \$	- \$
	SUBTOTAL MISCELLANEOUS	\$ -	\$	-	\$	- \$	- \$
	TOTAL LOCAL BUDGET	\$ (2,405,508)	\$	(2,405,508)	\$	- \$	- \$

Excess Cost and Agency placement Grants are budgeted at 75%.

2017 - 2018
NEWTOWN BOARD OF EDUCATION
TRANSFERS RECOMMENDED
OCTOBER 17, 2017

10/12/2017

AMOUNT	FROM		TO		REASON
	CODE	DESCRIPTION	CODE	DESCRIPTION	
ADMINISTRATIVE					
\$18,537	100	ADMINISTRATIVE SALARIES	100	TEACHERS & SPECIALISTS SALARIES	TO TRANSFERS ADMINISTRATIVE SAVINGS FROM TURNOVER TO SALARY ADJUSTMENT FOR SAVINGS FROM TURNOVER INCLUDED IN TEACHERS & SPECIALISTS SALARIES
\$395,847	100	TEACHERS & SPECIALISTS SALARIES	100	TEACHERS & SPECIALISTS SALARIES	TRANSFERS BETWEEN TEACHERS & SPECIALISTS SALARIES AND PROVISION FOR CERTIFIED SALARY ADJUSTMENTS TO ADJUST BUDGETS TO CURRENT STAFF SALARIES
\$14,937	100	SECURITY SALARIES	100	EXTRA WORK - NON-CERT.	TO REALLOCATE SECURITY FUNDS FROM SALARIES TO EXTRA WORK FOR SECURITY
\$2,618 \$169 \$30,616 \$2,389 \$7,413 \$5,785 \$20,000	100 100 100 100 100 100 100	CLERICAL & SECRETARIAL SALARIES CUSTODIAL & MAINT. SALARIES CAREER/JOB SALARIES SPECIAL EDUCATION SERVICES SALARIES ADMINISTRATIVE SALARIES CONTINUING ED./SUMMER SCHOOL CERTIFIED SUBSTITUTES	100	EDUCATIONAL ASSISTANTS	TRANSFER TO COVER ADDITIONAL EDUCATIONAL ASSISTANTS
\$251	100	ADMINISTRATIVE SALARIES	100	NURSES SALARIES	TRANSFER TO COVER NURSES SALARIES ADJUSTMENT
\$10,000	100	ADMINISTRATIVE SALARIES	500	CONTRACTED SERVICES	TRANSFER SAVINGS FROM SUPERINTENDENT TURNOVER TO PROVIDE SERVICES FOR SUPERINTENDENT'S SEARCH

**TOWN OF NEWTOWN, CT
DEBT MANAGEMENT POLICY**

ATTACHMENT B

I. PURPOSE

The purpose of this policy is to establish parameters and provide guidance governing the issuance, management, continuing evaluation of and reporting on all debt obligations issued by the Town of Newtown.

Debt obligations, which include general obligation bonds, special assessment bonds, revenue bonds, bond anticipation notes, lease/purchase agreements and any other debt obligations permitted to be issued under Connecticut law shall only be issued to purchase capital assets that cannot be acquired with current revenues.

II. POLICY STATEMENT

Under the requirements of Federal and state laws and Town Charter provisions, ordinances and resolutions, the Town may periodically issue debt obligations to finance the construction or acquisition of infrastructure and other assets or to refinance existing debt. It is the Town's goal to assure that such debt obligations are issued and managed in such a manner as to obtain the best long-term financial advantage to the Town and its residents, while making every effort to maintain and improve the Town's bond ratings and reputation in the investment community.

III. RESPONSIBILITY FOR POLICY

The Director of Finance shall be responsible for issuing and managing the Town's debt program. In carrying out this policy, the Director shall periodically:

1. Consider the need for debt financing based upon the approved Capital Improvement Plan.
2. Review the Town's adherence to this policy statement and compare the debt ratios established in this policy with where the Town actually is.
3. Review the Town's authorized but unissued debt to determine if any authorizations are no longer needed.
4. Determine if there are any opportunities for refinancing current debt.
5. Review every three years the services provided by the Town's financial advisor, bond counsel, paying agents and other debt financing service providers.

The Director of Finance shall report his/her findings to the Board of Selectmen, Board of Finance and Legislative Council in the September/October time period of each year, during the Town's review and formulation of the Capital Improvement Plan.

IV. GENERAL DEBT GOVERNING POLICIES

The Town hereby establishes the following policies concerning the issuance and management of debt:

- A. The Town shall not issue debt obligations or use debt proceeds to finance current operations of the Town.

- B. The Town will utilize debt obligations only for acquisition, construction or remodeling of capital improvement projects that cannot be funded from current revenue sources or in such cases wherein it is more equitable to the users of the project to finance the project over its useful life.
- C. The Town will measure the impact of debt service requirements of outstanding and proposed debt obligations on single year, five, ten, and twenty-year periods.

V. DEBT POLICIES, RATIOS AND MEASUREMENT

- A. Purposes of Issuance – the Town shall only issue debt obligations for acquiring, constructing or renovating Town owned fixed assets; capital equipment as defined within 3.10-5 of the Capital Improvement Plan (“CIP”); or for refinancing existing debt obligations.
- B. Maximum Maturity – All debt obligations shall have a maximum maturity of twenty years. The estimated useful life of the Capital Improvement being financed should be considered when determining the maturity of debt. In the event debt obligations are being issued to refinance outstanding debt obligations the final maturity of the debt obligations being refinanced shall remain the same maturity.
- C. Direct Debt Per Capita – An analysis of this debt ratio should be made each year. It should be looked at in context with other related ratios (mentioned). A comparison should be made with other similar rated Connecticut towns. The Direct Debt Per Capita shall be calculated by dividing the Town’s direct debt by the most current population figure.

Ratio of General Fund Total Bonded Debt to Taxable Net Grand List – An analysis of this debt ratio should be made each year. It should not go beyond 3%. An increasing ratio of debt to net grand list (over several years) is not desirable.

- D. Average Maturity of General Obligation Bonds – the Town shall have at least 50% of outstanding general obligation bonds mature in less than ten (10) years.
- E. Debt Service Levels – The Town will adhere to a debt management cap that limits annual General Fund debt service to no more than 9.0% of the total General Fund budget. In addition, the Town will set a goal of limiting annual General Fund debt service to no more than 8.5% of the total General Fund budget by July 1, 2023.
- F. Net Present Value Savings – The Town must achieve a Net Present Value Savings of at least 2 percent over the life of an existing bond issue in order for it to be considered for refunding.
- G. Bond Covenants and Laws – The Town shall comply with all covenants and requirements of the bond resolutions, and state and Federal laws authorizing and governing the issuance and administration of debt obligations.
- H. If the debt management indicators fall below the recommended levels the finance director shall recommend and submit to the Board of Finance for approval a plan to bring the debt management indicators to their appropriate levels within a specific time frame.

This policy shall be reviewed, at minimum, on a biennial basis during the month of January in each odd numbered year.

VI. DEBT SERVICE INDICATORS

- A. The Town's debt burden will be compared to Towns:
 - i. in the immediate vicinity of the Town, including Bethel; Brookfield; Danbury; Monroe; New Fairfield; New Milford; Oxford; and Southbury;
 - ii. with the same bond rating; and
 - iii. to Towns with the same District Reference Group ("DRG").
- B. The Town recognizes that the below ratios are useful guides but not the exclusive means by which it should measure debt burden:
 - i. Ratio of debt to equalized net Grand List;
 - ii. debt per capita;
 - iii. per capita income;
 - iv. median household income
 - v. debt per capita as a percentage of per capita income;
 - vi. debt per capita as a percentage of median household income

The Town will employ data taken from the latest State of Connecticut Municipal Fiscal Indicators Report to compile the above ratios and develop trend lines from same.

- VII. This policy shall be reviewed, at minimum, on a biennial basis during the month of January in each odd numbered year.

Approved by the Legislative Council: October 4, 2017

**TOWN OF NEWTOWN, CT
DEBT MANAGEMENT POLICY**

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- v. debt per capita as a percentage of per capita income;
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The Town will employ data taken from the latest State of Connecticut Municipal Fiscal Indicators Report to compile the above ratios and develop trend lines from same.

VII. This policy shall be reviewed, at minimum, on a biennial basis during the month of January in each odd numbered year.

Approved by the Legislative Council: January 20, 2016

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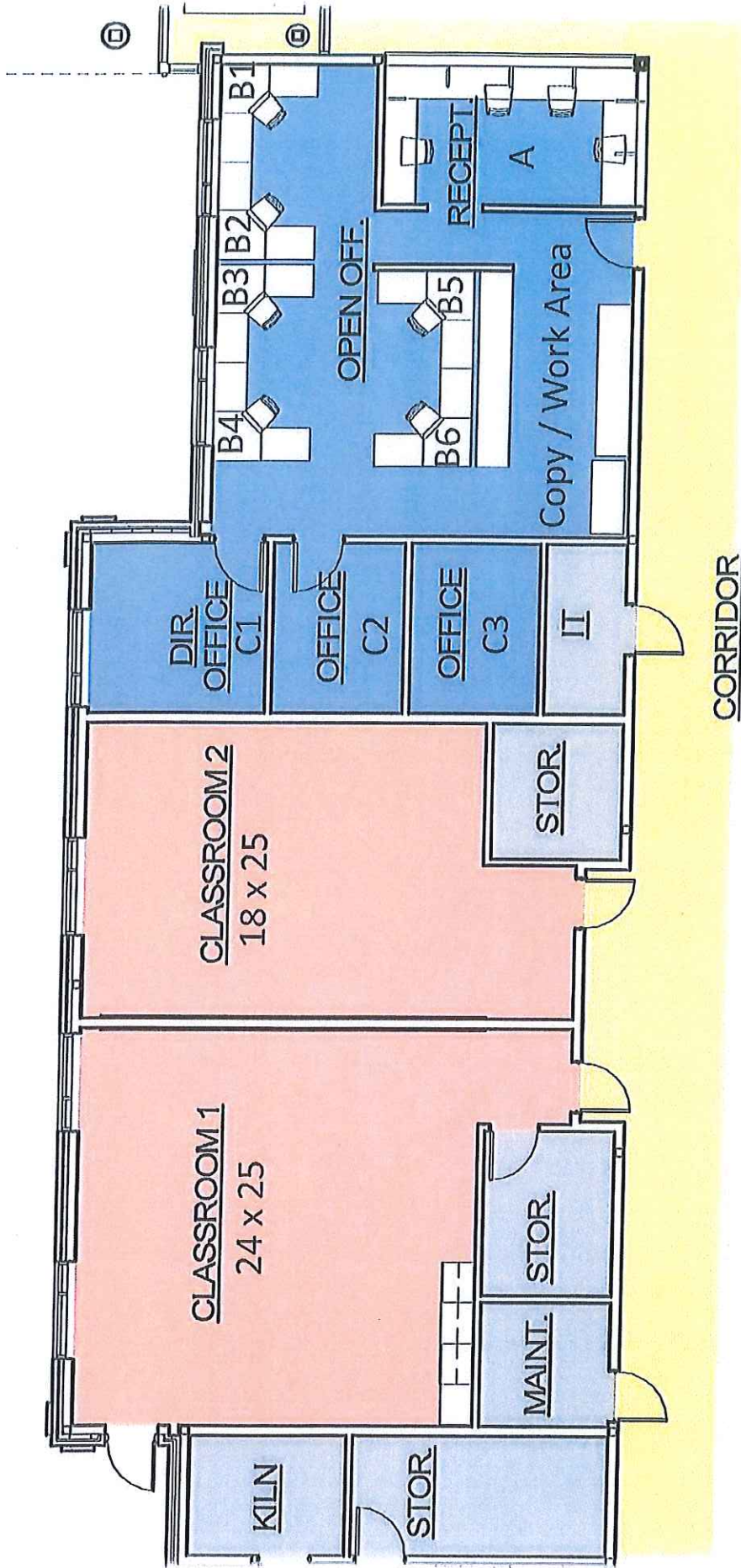
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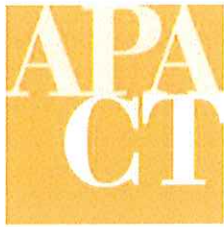


Option 2



NEWTOWN COMMUNITY & SENIOR CENTER

CC - Administration



Making Great Communities Happen

Connecticut Chapter of the American Planning Association

SB 922: AN ACT CONCERNING TEMPORARY HEALTHCARE STRUCTURES

This [act](#) approves temporary health care structures (aka “granny pods”) as allowable accessory units in single-family zones, unless a municipality opts-out of the statute. A municipality’s regulations regarding lot setbacks, coverage, etc., would apply to a temporary health care structure just as they would to another accessory structure such as a garage or shed. Per the statute, a participating municipality must approve or deny a permit within 15 business days after application, but cannot deny a permit if the applicant provides proof of compliance with the statute and applicable building and public health codes.



What is a Temporary Health Care Structure?

A Temporary Health Care Structure is a portable residential structure intended for occupation by an impaired person requiring caregiver assistance. It offers an alternative for an impaired residents who might otherwise have to enter a nursing home to obtain handicapped-accessible housing on their caregiver’s property.

The statute defines temporary health care structures as: primarily assembled off-site, not built or placed on a permanent foundation, no more than 500 square feet in size, and in

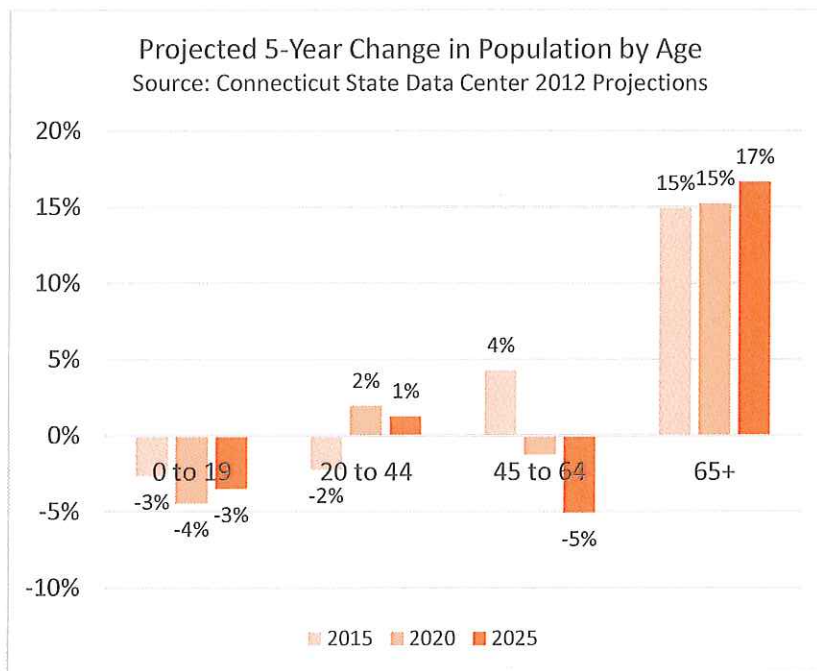


ECHO Cottages, built in the Hudson Valley, are approximately 450 square feet and include a kitchen/sitting area, bathroom and bedroom, washer and dryer, dishwasher, built-in convection microwave, electric stove, refrigerator with top mount freezer, and a 5' barrier-free shower with grab bars. [echocottages.com](#)

compliance with the applicable provisions of the State Building Code, Fire Safety Code, and Public Health Code. Per the statute, the temporary health care structure must be an occupied by an impaired person, may be subject to annual permit renewal, and must be removed within 120 days of the impaired person vacating the unit. The caregiver living on the property must be a relative, legal guardian, or health care agent responsible for the unpaid care of a mentally or physically impaired person. Only one temporary health care structure is permitted per lot.

Why Was This Statute Put Into Place?

The statute was enacted to enable the introduction of a new type of housing unit which will be an important option for Connecticut's aging households seeking affordable, handicapped-accessible housing close to caretakers and/or family. Residents aged 65 and older will be the fastest-growing segment of Connecticut's population over the next several decades as the baby boomer generation enters retirement. Most seniors want to stay in their homes as they age but may face sudden and unexpected health problems for which their current homes are inadequate. This statute enables municipalities to provide a fast-



tracked approval process for installing temporary health care structures that make them a viable alternative to nursing home care, expensive and permanent home modifications or additions, or relocating to housing further from care. Connecticut joins Minnesota, North Carolina, Tennessee, and Virginia in passing state legislation to enable this new type of housing.

Regulatory Process Outlined by Statute

Individuals seeking to install a temporary health care structure must apply for a permit from the municipality in which it will be installed. As part of the permit application, applicants must:

- Provide a statement by a Connecticut-licensed physician confirming that an occupant of the structure is impaired. *Impairment is defined as needing assistance with two of five categories of daily living (see below).
- Applicants must send notice of the permit application to abutting property owners within three days of submitting the application.

Municipalities may:

- Require the structures to be accessible to emergency vehicles and connected to private water or septic systems or water, sewer, and electric utilities serving the primary residence.
- Require permittees to post a bond of up to \$50,000 to ensure compliance (i.e. removal when no longer needed).
- Submit confirmation annually that a structure is compliant (i.e. still occupied by an impaired person)
- Charge an initial permitting fee of up to \$250 and an annual re-certification fee of up to \$100; and inspect the structures, at reasonable times convenient to the caregiver, to ensure compliance;
- Revoke a permit if the permittee violates any of the bill's requirements.

Municipal Opt-Out Provision

The statute provides for municipalities to opt-out in order to prevent the installation of temporary health care structures or to allow municipalities time to develop their own framework for regulating temporary health care structures. Opting out is a two-step process: first, requiring the Planning and Zoning Commission to vote to opt-out; and then the municipality's legislative body to vote to opt-out (e.g. City Council, Board of Selectmen). The Planning and Zoning Commission action must be preceded by a public hearing. The Commission must state on the record the reasons for opting out, and publish notice of its decision in a newspaper having substantial circulation. If a municipality has previously opted-out, opting in requires either the Planning and Zoning Commission or legislative body to reverse its former action.

For More Information:

CCAPA Government Relations Co-Chairs:

Amanda Kennedy & John Guskowski, govrel@ccapa.org

Companies specializing in elder accessory housing:

Echo Cottages Ltd., Hudson Valley, NY: www.echocottages.com

MEDCottage, Blacksburg, VA: <http://www.medcottage.com>

rev. 6/14/17

3 Primrose Street
Newtown, CT 06470
Tel. (203) 270-4276
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George Benson
Director of Planning

TOWN OF NEWTOWN

Planning Department

9/13/17

Rationale for Opting out of SB 922: An Act Concerning Temporary Healthcare Structures

The Town of Newtown has various zoning options for housing of impaired individuals in residential zones, including;

1. NZR #3.01.500 – Accessory Apartments permitted in residential dwellings.
2. NZR #3.01.331 – Accessory Apartments permitted in detached accessory buildings in larger properties.
3. NZR #301.480 – Guest houses are permitted for temporary residents in properties greater than 4 acres.
4. NZR #3.01.450 – Keeping of more than two roomers or boarders by a residential family is allowed, exclusive of domestic help.

Zoning Enforcement Issues;

1. Enforcement of all of the conditions including; verification of impaired resident status, caregiver status, medical documentation reviews are all beyond traditional zoning officer jurisdiction.
2. Removal of the structure once vacated by the impaired person will be problematic. If home owner refuses to remove the structure enforcement would be difficult and probably lead to costly court proceedings
3. There is no language in the statute addressing the disposition of the building after the Town calls the bond and removes the structure.

Health Department issues;

1. Public Health Code requires each structure to have a separate septic system.
2. Attaching one bedroom dwelling to existing septic would require a State exception.

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TOWN OF NEWTOWN
PLANNING & ZONING COMMISSION
MINUTES
Regular Meeting
Council Chambers, 3 Primrose Street
October 5, 2017, 7:30 P.M.

Present: Mr. Mulholland, Mr. Mitchell Mr. Swift, Mr. Corigliano, Ms. Cox, Mr. Taylor, and Ms. Manville

Also Present: George Benson, Director of Planning

Mr. Mulholland opened the meeting at 7:30 PM. Mr. Mulholland moved Application 17.14 to the top of the Agenda.

Discussion and Possible Action Items

Application 17.14 by The Town of Newtown for a Zoning Amendment to opt out of SB 922: "An Act Concerning Temporary Health Care Structures", with reasons for opting out in a memo from the Land Use Agency dated 9/13/17.

Mr. Benson explained the Public Act to the Commissioners and compared it to the regular process from the State. He said that typically the state will give a specific topic and ask towns to incorporate it to their Zoning Regulations in a way that they deem appropriate. In this case, the state added in a full regulation to all towns, and gave them an option to opt out. Mr. Benson described the flaws in the regulation for "Nanny Pods". He questioned what right Enforcement Officers have to review medical information and make decisions regarding people's disability status. He also said that there is a provision regarding the income of a caregiver. He did not think it was appropriate for Zoning to have any oversight to that. Structures built for handicapped people have regulations specific to the Fire Marshal and Health Department as well. Mr. Benson also presented the Commission with four options for apartments/guest houses which are allowable under the current Zoning Regulations. He asked Commissioners to opt out. Mr. Benson said that another properly crafted regulation could be added at a later date if Commissioners felt a need to do so. Ms. Cox asked who would be in charge of maintaining the Structure. Mr. Swift asked how the building code would affect the structure. Ms. Cox also mentioned the Assisted Living facility that is currently applying to the Borough Zoning Commission. Mr. Mulholland thought that there were too many issues with the language and enforcement that it didn't meet the standards of the Newtown Zoning Regs. The memo will be revised only to reflect two grammatical errors. There was no public present. The hearing was closed at 7:55PM.

Mr. Mitchell made a motion. Be it resolved by the Newtown Planning and Zoning Commission that Application 17.14 by The Town of Newtown for a Zoning Amendment to opt out of SB 922: "An Act Concerning Temporary Health Care Structures", with reasons for opting out in a memo from the Land Use Agency dated 9/13/17 is hereby found consistent with the Plan of Conservation and Development and the Comprehensive Plan and shall be approved. Be it further resolved that the application shall be referred to the Legislative Council per subsection (j) of Public Act No. 17-155. Mr. Corigliano seconded. All members were in favor.

Mandatory Referrals

Town of Easton: "An Act Concerning Health Care Structures"

Mr. Benson said that Easton is having a public hearing and is requesting input from neighboring Zoning Commissions. Mr. Mulholland asked the clerk to send Mr. Benson's memo to Easton.

Town of Brookfield: Application for a Zone Map Change at 874 Federal Road.

Mr. Mulholland and Commissioners agreed that the area of the zone change will not affect Newtown and took no action.

Other

Ms. Cox asked for an update for the property at 146 South Main Street. Mr. Benson said there were a handful of contractors looking at the property but there were no applications. He was going to reach out to them. Ms. Cox also mentioned the 'Village' sign at CVS. Mr. Mitchell said that there was a regulation amendment for the Borough Zoning that allowed the sign. Ms. Cox mentioned that she thought it looked nice.

Mr. Mulholland asked about the bridge abutments at 9 Covered Bridge. He also asked about Pizza Palace. Mr. Benson said that he spoke with the ZEO about Pizza Palace's sign and will follow up regarding Covered Bridge and Tractor Supply.

Minutes

Mr. Swift made a motion to accept the minutes of September 21, 2017. Ms. Cox seconded. The minutes were approved.

Adjournment

Ms. Manville made a motion to adjourn. Mr. Mitchell seconded. The meeting was adjourned at 8:10PM.

*Respectfully submitted,
Georgia Contois, Clerk*

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TOWN OF NEWTOWN

October 10, 2017

TO: Legislative Council

FROM: Robert A. Mulholland, P&Z Commission

RE: Referral from the Planning and Zoning Commission
Public Act 17-155 Temporary Health Care Structures

Council Members,

At the Planning and Zoning meeting of October 5, 2017, the Commission voted to opt out of Public Act 17-155, otherwise known as Nanny Pods. As you will see in the attached document from Director of Planning, George Benson, there are many issues with the regulation. Currently, the Zoning Regulations allow for apartments and guest houses. We hope that you will affirm our decision and agree that Newtown should opt out of the Public Act, per subsection (j).

Sincerely,

Robert A Mulholland
Chairman, Planning and Zoning