

**LEGISLATIVE COUNCIL REGULAR MEETING
COUNCIL CHAMBERS, 3 PRIMROSE STREET, NEWTOWN, CT
WEDNESDAY, MARCH 13, 2024**

MINUTES

PRESENT: Jordana Bloom, Laura Miller, Keith Alexander, Tom Long, Ben Ruben, Derek Pisani, Jennifer Nicoletti, John Zachos, Chris Gardner, Heather Dean, Eric Paradis, Jill Soderholm

ALSO PRESENT: First Selectman Jeff Capeci, Finance Director Bob Tait, Phil Carroll, Steve Goodridge, Jim Gaston, Barney Molloy, David Schill, Elaine Corpo, John Madzula and 2 members of the public

CALL TO ORDER: K. Alexander called the meeting to order with the Pledge of Allegiance at 7:36pm.

VOTER COMMENT: None

MINUTES: J. Bloom moved to approve the minutes from the February 7, 2024 and February 28, 2024 meetings. H. Dean seconded, all in favor.

COMMUNICATIONS: Two emails regarding 6 Commerce Road and two regarding the budget were received by the council (att.).

COMMITTEE REPORTS: Committee updates were discussed in the 24/25 BOS/BOE budget. K. Alexander updated standing committees report to put Jill Soderholm on the Education and Ordinance Committees. B. Ruben was voted in as the vice chair of the Education Subcommittee.

FIRST SELECTMAN'S REPORT: First Selectman Capeci reported that the new Finance Director will start on April 1. He received another proposal from Capital Tax Recovery. They are changing the terms from 40% to 45% so it will come to all the boards again. They received appraisals for 3 Main Street and 6 Commerce Drive. There is a lot of interest in 3 Main Street and negotiations are ongoing with 6 Commerce Drive. The ARP Adhoc committee met and voted to authorize \$35,000 to PW for new cans at the Transfer Station, \$39,000 for items for Park & Rec. They authorized \$25,000 for the Board of Fire but not the additional \$13,000 for the foam because there may be reimbursement for that. That will be coming back to the LC in the form of a transfer. T. Long asked if there was guidance from council regarding the development of 6 Commerce Road. First Selectman Capeci explained that the last resolution on record was 2011 and they only last for 10 years so the EDC isn't the authority of the land.

NEW BUSINESS

Adoption of Newtown Savings Bank Resolution – J. Bloom moved the adoption of the Newtown Savings Bank Resolution 1) The Town of Newtown is hereby authorized to borrow, in the case of a payroll direct deposit overdraft, \$500,000 in the event of a Town payroll overdraft and \$3,500,000 in the event of a BOE payroll overdraft (essentially overdraft protection) from Newtown Savings Bank.

2) Further resolved, that The First Selectman, Jeff Capeci Town of Newtown be and it hereby is authorized to execute and deliver all documents and agreements as Newtown Savings Bank shall reasonably require in order to enable them to make said Loan. J. Zachos seconded, all in favor.

Connecticut State Library Historic Grant Preservation acceptance – J. Bloom moved to accept the Connecticut State Library Historic Preservation Grant (att). H. Dean seconded, all in favor.

2024-2025 BOS and BOE Budget - Jim Gaston and Steve Goodridge presented the BOF approved budget to the LC. The BOF approved the BOS budget at \$48,834,506 (2.75% increase) and the BOE budget at \$88,817,373 (4.41% increase). J. Zachos explained that for 17 years now we have had enrollment going down by 25% and the budget keeps going up and up. The student to teacher ratio goes down and down. J. Gaston responded that inflation, wages, insurance cost, state unfunded mandates, special ed are the offset to enrollment. D. Pisani articulated that last year there was a \$500,000 budget surplus and this year they are projecting \$600,000, was that taken into account for the BOE budget? J. Gaston replied that it was, they are going to need those funds to fill the gaps.

Committee updates:

Municipal Operations Committee – L. Miller reported that they met last Wednesday. They provided a list of questions that have been answered which is attached to the minutes. The main driver for the budget was health insurance. The Lake Zoar Authority budget has increased \$100,000. That budget is set in the fall and this is an assessment fee so there is nothing that can be cut.

Finance and Administration – C. Gardner reported that their charge was the second half of the budget book. They asked see NUSAR's budget and see what their fund balance was. They also think that P&R should increase pay for life guards to encourage them to stay a little longer. A few P&R items were moved from the budget to ARP funds which is a \$39,000 budget reduction. They are all in support of the Library budget. It is a lean budget.

Education – E. Paradis reported that that they started looking at the Para's. There are about 10 open position. The largest increases are insurance and contractual increases. High School staffing levels has reduced to 110 from 130 a few years ago. The Superintendent and the BOE Chair felt the deans are important position to increase student success, not just test scores. We have not been officially reduced to DRG C, it is the opinion of the Superintendent that if you look at the criteria that is where Newtown would fall. The reason that came up, compared to other schools in that DRG, there were 20 schools that spend less per pupils and have a higher math/reading rates.

There is a meeting next Wednesday, March 20 and the Board of Fire is coming. K. Alexander will try to get the BOE sooner than March 27. A vote needs to be made on April 3.

Voter Comment – None

Announcements – None

Having no further business, the meeting was adjourned at 9:05pm.

*Respectfully submitted,
Arlene Miles, Clerk*

Attachment: Correspondence, Grant, Budget Q&A



Arlene Miles <arlene.miles@newtown-ct.gov>

RE: Outraged [Form submission from: Contact the Newtown Legislative Council]

1 message

Keith Alexander <lc.alexanderk@gmail.com>
To: Jane Sharpe <Janesharpe90@gmail.com>
Cc: Arlene Miles <arlene.miles@newtown-ct.gov>

Wed, Mar 13, 2024 at 4:57 PM

Hello Jane,

I'm sorry that we have to have the Captcha on the contact form, even while trying to avoid robots we still get junk mail. Your message is not junk mail, however, and I appreciate you bringing your concerns about the budget to the Legislative Council. Our deliberations will continue until April and we will keep your thoughts in mind as things move forward.

Your submission will be added to the correspondence of the next Legislative Council meeting.

--Keith

CC: LC Clerk

BCC: LC

Any opinions above are my own and do not represent those of the Legislative Council as a whole.

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Respectfully,

Keith Alexander

Chair, Newtown Legislative Council

From: newtownct via newtownct <cmsmailer@civicplus.com>
Sent: Wednesday, March 13, 2024 4:32 PM
To: lc.alexanderk@gmail.com
Subject: Form submission from: Contact the Newtown Legislative Council

Submitted on Wednesday, March 13, 2024 - 4:31pm

Submitted by anonymous user: 172.71.190.128

Submitted values are:

Your name: Jane S Sharpe

Your e-mail address: Janesharpe90@gmail.com

Subject: Outraged

Message: Why is there ANY increase? Cut anything, including basic facilities costs. Use half the buildings, share offices, increase working hours, cut vacation time, whatever is needed. Your taxpayers are cutting back (just watch TV and you will learn all the standard examples). I don't care that the contracts commit to more.. Then cut out the number of facilities used, even bathrooms in operation. And I am not a robot. I am a very disgruntled senior citizen and taxpayer.

The results of this submission may be viewed at:

<https://www.newtown-ct.gov/node/86983/submission/173841>



Arlene Miles <arlene.miles@newtown-ct.gov>

RE: Education Budget Proposal is too high! [Form submission from: Contact the Newtown Legislative Council]

1 message

Keith Alexander <lc.alexanderk@gmail.com>
To: Richard Warek <rearek@aol.com>
Cc: Arlene Miles <arlene.miles@newtown-ct.gov>

Wed, Mar 13, 2024 at 5:21 PM

Hello Richard,

Thank you for bringing your concerns about the budget to the Legislative Council. Our deliberations will continue until April and we will keep your thoughts in mind as things move forward.

Your submission will be added to the correspondence of the next Legislative Council meeting.

--Keith

CC: LC Clerk

BCC: LC

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Respectfully,

Keith Alexander

Chair, Newtown Legislative Council

From: newtownct via newtownct <cmsmailer@civicplus.com>
Sent: Wednesday, March 13, 2024 4:55 PM
To: lc.alexanderk@gmail.com
Subject: Form submission from: Contact the Newtown Legislative Council

Submitted on Wednesday, March 13, 2024 - 4:55pm
Submitted by anonymous user: 172.70.134.153
Submitted values are:

Your name: Richard Warek
Your e-mail address: rearek@aol.com

Subject: Education Budget Proposal is too high!

Message:

I think the estimated budget increase of @ 6 percent will present a financial hardship for Newtown residents. Our finance people must again review all the proposed line items for further reductions.

Inflation has taken it toll the past two years on all of us. We need to have a leaner budget.

Perhaps it's time again to re- consider closing Hawley school for continuing cost savings. Just maybe!

Second, it's not uncommon to run a business on not exceeding prior years expenses during challenging times.

Mandated increases by Hartford's for teachers salaries has placed a burden on our towns tax base. Therefore it's incumbent on leadership to reduce total costs of operations in other areas . Our chief source of revenues is our property tax. We cannot continue to expect raising our taxes by this magnitude. The time is now to change this trajectory. The School Budget should match the effort by the Town's budget request to minimize any tax increase this year.

Thank you

Richard

The results of this submission may be viewed at:

<https://www.newtown-ct.gov/node/86983/submission/173846>



Arlene Miles <arlene.miles@newtown-ct.gov>

RE: Meadow on 6 Commerce Rd. [Form submission from: Contact the Newtown Legislative Council]

1 message

Keith Alexander <lc.alexanderk@gmail.com>

Thu, Mar 7, 2024 at 11:30 AM

To: Jessica Kurose <jessica.kurose@gmail.com>

Cc: Arlene Miles <arlene.miles@newtown-ct.gov>, Jeff Capeci <jeff.capeci@newtown-ct.gov>, "Ku, Michelle" <michelleku.newtown@gmail.com>, "Dan Cruson Jr." <dancruson.newtown@gmail.com>

Hello Jessica,

Thank you for bringing your concerns about this issue to the Legislative Council. While there is no business before the Council on this subject at the moment, the project is being considered at the Board of Selectmen level. The LC will keep your thoughts in mind as things move forward.

Your submission will be added to the correspondence of the next Legislative Council meeting.

--Keith

CC: LC Clerk, Board of Selectmen

BCC: LC

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Respectfully,

Keith Alexander

Chair, Newtown Legislative Council

From: newtownct via newtownct <cmsmailer@civicplus.com>

Sent: Wednesday, March 6, 2024 5:14 PM

To: lc.alexanderk@gmail.com

Subject: Form submission from: Contact the Newtown Legislative Council

Submitted on Wednesday, March 6, 2024 - 5:13pm

Submitted by anonymous user: 172.70.42.71

Submitted values are:

Your name: Jessica Kurose

Your e-mail address: jessica.kurose@gmail.com

Subject: Meadow on [6 Commerce Rd.](#)

Message: My name is Jessica Kurose, and I live at 105 Walnut Tree Hill Road. I'm writing, because I am worried about the future of the meadow at 6 Commerce Rd. This piece of land should be redesignated from "light industry" to open space - it should NOT be developed, but preserved and protected. Developing would cause a significant environmental burden on the property and neighboring properties, including Catherine Hubbard Animal Sanctuary and Deep Brook. It would threaten this watershed and the ecosystem of Deep Brook (including endangered turtles and trout). Deep Brook is one of only a few areas designated as a Class 1 natural wild trout area in the state. This is incredibly special, but also incredibly vulnerable and fragile. I would hate to see it threatened. I believe at your last meeting it was stated that this piece of land was not yet being sold or discussed yet, however on Teton Capital Company website (<https://www.tetoncapitalco.com/projects>), it says that the project is coming soon. Please protect this area from development.

The results of this submission may be viewed at:

<https://www.newtown-ct.gov/node/86983/submission/173706>



Arlene Miles <arlene.miles@newtown-ct.gov>

RE: 6 Commerce Road [Form submission from: Contact the Newtown Legislative Council]

1 message

Keith Alexander <lc.alexanderk@gmail.com>
To: Mary Gaudet-Wilson <mhgwilson17@gmail.com>
Cc: Arlene Miles <arlene.miles@newtown-ct.gov>

Thu, Mar 7, 2024 at 11:24 AM

Hello Mary,

Thank you for bringing your perspective on this issue to the Legislative Council. While there is no business before the Council on this subject at the moment, we will keep your thoughts in mind as things move forward.

Your submission will be added to the correspondence of the next Legislative Council meeting.

--Keith

CC: LC Clerk

BCC: LC

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Respectfully,

Keith Alexander

Chair, Newtown Legislative Council

From: newtownct via newtownct <cmsmailer@civicplus.com>
Sent: Monday, March 4, 2024 10:06 AM
To: lc.alexanderk@gmail.com
Subject: Form submission from: Contact the Newtown Legislative Council

Submitted on Monday, March 4, 2024 - 10:05am
Submitted by anonymous user: 162.158.78.19
Submitted values are:

Your name: May Gaudet-Wilson
Your e-mail address: mhgwilson17@gmail.com
Subject: 6 Commerce Road
Message:

Recent Letter to Editor, Newtown Bee

To the Editor,

I read with interest Dottie Evan's excellent letter (March 1 issue) the "View from [6 Commerce Road](#)". She has documented the environmental functionality as well as the agricultural history of this unusual grassland and forested habitat.

I would like to add my personal connection to this parcel, as well as some observations. I was introduced to this greater swath of undeveloped land probably 30 years ago, when a friend took me, my husband and our two dogs for an outing one day in early spring. Since that time, we have become addicted to the trails and the wonderful views afforded by this "get-away-from-it-all" slice of heaven, right near the center of town. Through the years we have walked all our various dogs and, when we could, included our children and grandchildren on these adventures. We always came away with renewed spirit and an appreciation of nature which is hard to duplicate in day-to-day living.

Among the noteworthy things that we observed over the years were foxes, bobcats, deer, coyotes, owls, hawks, eagles, bluebirds, butterflies, many wildflowers, bees, and many fish including the trout who thrive in Deep Brook. Many of these species require large areas to survive and breed, making this large swath of undeveloped land particularly valuable. In addition to the 200 acres purchased by Samuel Sherman one could add significant acreage to the south which has remained undeveloped (e.g. land owned by the Pootatuck Land Company and the State for the Correctional Facility). From the air, this tear-shaped opening in the multitude of development roads must look very inviting to migratory and other birds.

The meadow at 6 Commerce Road offers important grassland habitat which is becoming increasingly scarce in Connecticut, as farmlands have been converted by development. This particular field, like the other open fields in the area, has been kept free from most invasive species by annual mowing – which adds to its uniqueness and value. Important too is the fact that this site is part of the designated Aquifer Recharge Area, protecting our sole source aquifer. It is also upland from Deep Brook, one of nine wild trout streams in Connecticut which could be threatened by run-off and siltation from development.

Additionally, the location of 6 Commerce Road being adjacent to the Catherine Violet Hubbard Animal Sanctuary gives us yet another reason to prevent development which would bring with it disruption and inappropriate noise.

It is hard to place a value on undeveloped land, but every time a bulldozer begins a new construction project somewhere in Newtown, any remaining undeveloped property increases in value – the law of supply and demand. Over the 30 years that my family and I have been enjoying this site, the value of this land must have increased exponentially!

I urge town officials to work with our state representatives to secure this parcel as protected open space so that it can continue to serve its ecosystem function and also remain a place for residents to "get back to nature".

Mary Gaudet-Wilson

203-417-1109

[12 Whippoorwill Hill Road](#)

[Newtown, CT 06470](#)

Protect Our Pollinators/Pollinator Pathway

The results of this submission may be viewed at:

<https://www.newtown-ct.gov/node/86983/submission/173621>

APPLICATION
TARGETED GRANT FY 2025
 Historic Documents Preservation Program
 Connecticut Municipalities
 GP-001 (rev. 1/2024)



STATE OF CONNECTICUT
 Connecticut State Library
 PUBLIC RECORDS ADMINISTRATOR
 231 Capitol Ave., Hartford, CT 06106

This form may be completed and printed for submission at <https://ctstatelibrary.org/publicrecords/hdpp>

Name of Municipality: **TOWN of NEWTOWN**
Use full municipality name, ie 'Town of ' or 'City of '

Name of Municipal CEO: **A.JEFFREY CAPECI** **Title:** **FIRST SELECTMAN**

Phone with Area Code: 203-270-4201

Email: FIRST.SELECTMAN@NEWTOWN-CT.GOV

Name of Town Clerk: **DEBBIE AURELIA HALSTEAD** **Title:** **TOWN CLERK**

Phone with Area Code: 203-270-4214

Email: DEBBIE.HALSTEAD@NEWTOWN-CT.GOV **Check if Designated Applicant:**

TC Mailing Address: NEWTOWN MUNICIPAL CENTER, 3 PRIMROSE STREET, NEWTOWN 06470

MCEO Address if Different:

Grant Application Deadline: Cycle 1: April 30, 2024 Cycle 2: September 30, 2024

Grant Contract Period: The contract period begins after July 1, 2024 AND receipt of the fully executed contract. Grant projects must be completed and funds expended by June 30, 2025.

Maximum Grant Allowed:

\$5,500	Small Municipality	Population less than 20,000
\$7,500	Medium Municipality	Population between 20,000 and 69,999
\$10,500	Large Municipality	Population of 70,000 or greater

Amount Requested: \$ 7,500

Grant Category(ies):

<input type="checkbox"/> Inventory and Planning	<input checked="" type="checkbox"/> Organization and Indexing
<input type="checkbox"/> Program Development	<input type="checkbox"/> Storage and Facilities
<input type="checkbox"/> Preservation/Conservation	<i>See Page 6 of the Guidelines for Category descriptions.</i>

Budget Summary	Grant Funds (A)	Local Funds (B)	Total Funds (A+B)
1. Consultants/Vendors (Total cost for all consultants and vendors)	\$ 7,500	\$ 11,500	\$ 19,000
2. Equipment (Total cost for eligible items, i.e. shelving)	\$	\$	\$
3. Supplies (Total cost for eligible items, i.e. archival supplies)	\$	\$	\$
4. Town Personnel Costs (Total cost for all town personnel)	1\$	2\$	\$
5. Other (Please specify on a separate sheet; rarely used)	\$	\$	\$
6. TOTAL	\$ 7,500	\$ 11,500	\$ 19,000

¹ Base pay only for personnel hired directly by the municipality for the grant project. Consultant/vendor costs should be listed on Line 1.
² Personnel taxes, benefits and any overtime must be paid by the municipality.

Narrative Page & Supporting Documents

Answer on an attached page. **Number each question and answer.** If applying for more than one project, questions 1 through 3 must address each project **separately** and be numbered separately, i.e., 1a and 1b, 2a and 2b, 3a and 3b.

Answers should be provided in the applicant's own words, not by referencing the vendor's proposal.

- 1. Describe the project.** State what will be done and why. In addition, for **records projects**, identify the specific records, including date ranges. For **conservation projects**, also address microfilming – see Guidelines booklet for instructions under Preservation/Conservation on **Page 9**.
- 2. Provide vendor/personnel info & timeframe.** For **vendors**, identify the company and the timeframe for completing the work within the grant period. For **town personnel** – see Guidelines booklet for instructions under Town Personnel Costs on **Page 12**.
- 3. State what will be accomplished.** Explain how the project will impact the records, the office and/or the municipality.
- 4. Provide a detailed budget.** If applying for only **one** project with one vendor – **omit** this question. If applying for more than one project – show the **detail** for each line item listed on page 1 of the Application (Consultants/Vendors, Equipment, Supplies, and Town Personnel Costs) and the **split** between grant and local funds for each line item (if any).
- 5. Attach supporting documents.** For **vendors**: provide a copy of the proposal or quote. For **direct purchases** of equipment or supplies: provide a copy of the product information/pricing from the website or catalog.

Designation of Town Clerk as Applicant

This section to be completed only if the MCEO wishes to designate the Town Clerk to make the application for the grant.

I hereby designate, DEBBIE AURELIA HALSTEAD, the Town Clerk, as the agent for making the above application.

Signature of MCEO

Date

A JEFFREY CAPECI, FIRST SELECTMAN
Name and Title of MCEO

Certification of the Application

This section **must** be signed by the **applicant**.

If the Town Clerk is designated above, the Town Clerk must sign. If the Town Clerk is not designated, the MCEO must sign.

I hereby certify that the statements contained in this application are true and that all eligibility requirements as outlined in the *FY 2025 Targeted Grant Guidelines* have been met.

Signature of Applicant (MCEO or Town Clerk if Designated)

Date (**must be same as or later than above date**)

DEBBIE AURELIA HALSTEAD, TOWN CLERK
Name and Title of Applicant

For State Library Use Only

Grant Disposition: Approved Denied

Grant Award: \$ _____

Grant Number: _____ - _____ - _____

Signature of Public Records Administrator

Date

Narrative
Targeted Grant FY25

1. **Describe the project.** Currently our Grantor/Grantee indexes goes back to 1900. There are 20 volumes that will be scanned which will incorporate the remaining 190 years of land record transfers that will be available to online users 24/7.
2. **Provide vendor/personnel info & timeframe.** I will be working our land recording vendor, Info Quick Solutions, Inc. The project is estimated to take 8-12 weeks.
3. **State what will be accomplished.** Scanning this information will make it possible to search property owners all the way back to the 1700's. Volume and page numbers are listed on the Grantor/Grantee indexes which will save those interested a lot of time.
4. **Provide a detailed budget.** Attached is the vendor proposal.



Proposal to Image/Convert Manual Indices to Infodex

Submitted By: Matt Abert

Submitted To: Newtown Town Clerk, Debbie Aurelia Halstead, MMC, MCTC

Proposal Date: 2/26/24

Description

IQS will digitize, automate, and load to the Town Clerk's Infodex system.

Project Scope

- Image, convert, and load Grantor/Grantee 1700-1948 to be searchable in Infodex.

Plan of Work

- IQS will digitize the index books directly from the original books.
- IQS will program all key tables to be searchable by name.
- IQS will load the new digital index books to Infodex, both PC and online versions.

Pricing

Est. Units	Unit Price	Est Total
20	\$950.00	\$19,000.00
1 Transportation Fee	Waived	\$0

(\$7500 of this project will be funded by the state target grant program, the remaining \$11,500 will be paid using town funds).

The pricing is good for FY 2025 Grant Cycle only. Total active work time for this project is estimated at 8-12 weeks. IQS will transport the index books at no extra charge, books will be returned within 15-20 business days.

GRANTOR INDEX TO LAND RECORDS NEWLONN, DL.

(001 009 001 R Entry Sheet Identification No.)

AP CODES H-HUSBAND W-WIFE O-OTHER

COTT PHONE BOOK - DIRECTORY
MADE BY THE COTT INDEX COMPANY, COLUMBIA
COTT DATA PROCESSED INDEXES

FILE NUMBER	GRANTORS			AP	GRANTEES	AP	RECORD		NATURE OF INSTRUMENT	DATE OF FILING			LOCATION OF PROPERTY
	SURNAME	GIVEN NAMES A - K	GIVEN NAMES L - Z				Vol.	Page		Mo.	Day	Year	
	ADAMS	EPHRAIM			ASA CHAMBERS		13	421	WAR			1786	
	ADAMS	EPHRAIM EST			ELIJAH HULL		20	94	WAR			1799	3 ACRES GELDING HIL
	ADAMS	ESTHER R			THOMAS F BAILEY		87	407	MTG	4	20	1939	3 TRACTS BLDGS 1-48 2-36.41 3-82.
	ADAMS	ESTHER R			THOMAS F BAILEY		87	407	MTG	4	20	1939	3 TRACTS BLDGS 1 48 2 36.41
	ADAMS	ESTHER R			KATHEYN B MILLER		89	115	WARR	12	31	1940	3 TRACTS BLDGS 1 48 2 36.41 ACRES 3 22.
	ADAMS	FABRINQUE			MOSES JOHNSON		3	54	WAR			1730	
	ADAMS	FABRINQUE			JAMES BRISCO		3	54	WAR			1730	
	ADAMS	FABRINQUE			THOMAS LEAVENWORTH		3	197	WAR			1734	
	ADAMS	FABRINQUE			JOHN ADAMS		3	446	WAR			1739	
	ADAMS	FREEGRACE			ELEAZER MORRIS		2	51	WAR			1713	
	ADAMS	FREEGRACE			JOSEPH PECK		2	115	WAR			1714	
	ADAMS	FREEGRACE			EBENEZER BOOTH		2	168	WAR			1714	
	ADAMS	FREEGRACE			SAMUEL BRISCO		2	305	WAR			1716	
	ADAMS	FREEGRACE			ADONIJAH MORRIS		2	52	WAR			1717	
	ADAMS	FREEGRACE			THOMAS CANFIELD		2	308	WAR			1717	
	ADAMS	FREEGRACE			BENJAMIN NORTHRUP		2	357	WAR			1722	
	ADAMS	FREEGRACE			JONATHAN HUBBELL		1	34	WAR			1723	TR IN BACK OF BOOK
	ADAMS	FREEGRACE			JOSEPH MURRAY		3	196	WAR			1726	T R
	ADAMS	FREEGRACE			JONATHAN BOOTH		3	181	---			1727	T R
	ADAMS	FREEGRACE			JOHN GLOVER		2	65	EXCHANGE			1728	

sample of information on the indexes

2024-25 Municipal Budget

LC Municipal Operations Committee Questions

12. **Tax Collector:** we would like clarification of the Measures and Indicators on page 80 for the Current Year Tax Collection Rate; are they actual or projected? Could we budget for a higher number? [See the assumption on page 53 regarding the Tax Levy]
They are actual. I would not go beyond 99.3% tax collection rate. That is what we have consistently collected. R.T.

13. **Town Clerk (and in general):** Page 85; clarify the % change for **Salaries and Wages** listed at 1.49% verse the average increase noted of 2.93%?
The Town Hall union negotiations ended up with a new payment schedule (with steps). The average increase for all positions in that union was 2.93%. Some positions ended up below that average and some ended up above. You can see by looking at the prior year salary that those positions actually lost an amount.

14. **Technology: GIS Software Specialist;** why the jump?
(also **Technology:** ADP questions similar to those from Finance Committee.)
That position used to be shared by the Sewer fund. That project is over so it is fully funded by the general fund.

15. **OPEB Contribution:** \$35K for consulting? Is this annual? Do we not have in-house expertise?
That is actually \$35 for an insurance consultant (page 108). This consultant is used by many departments with insurance type questions (worker's comp, general liability, etc.). The Town does not have a risk manager like some other towns.

16. **Energy Communications:** page 121 **Equipment Rental:** Provide detail behind #1 and #3. Didn't we just spend \$5MM on new equipment?
#1 is mostly frontier phone bills. Equipment rental account name is a bit outdated. #3 is computer and radio repairs. All items in this account are estimates. Some end up higher and some lower.

17. **Energy Communications:** Please clarify #9 \$81.7K for **Fiber Net Services**.
It is for fiber connection services to the police department via Hartford/Springfield) & the fee for the Tolland mutual aid for shared fire services.

18. **Police:** page 129 **Selex ES;** clarify this budget item and provide any statistics if available.
over the last fiscal year, the Selix system has become an unserviceable LPR system. With the outage of the supporting servers for this system, statistics are unavailable. The Board of Police Commissioners is supporting our initiative to move to static LPR systems. Hence, we have begun moving to Recor and Flox systems, which were obtained through grant funding. LPRs have shown great results around the State in solving crimes and notifying local law enforcement

when stolen vehicles and persons with arrest warrants or registered sex offenders have entered their community or sensitive areas (schools, community centers, etc.).

In the first six weeks of installing our first camera, our agency used this technology to solve a commercial burglary, locate an elderly male on a health and welfare check, aid in identifying a suspect and their vehicle in larceny, and identify a wanted person and the vehicle they were using.

Hence, the increase in this line item will help build and maintain a network of LPR cameras in the future, making our community safer and increasing the solvability of crimes. (chief)

19. **Police: Page 132 Police Vehicles;** can we cut back to two (2) vehicles this tax cycle? Is a trade-in value applied?

Over the years, we have proven that three vehicles per year allow us to maintain a healthy fleet. Failure to maintain a healthy fleet means our officers will not have reliable or safe vehicles to patrol our streets and respond to calls while increasing the liability to the town (see attached CIRMA documentation). This trickles down to the four vehicles we maintain to work side jobs (construction on roadways, tree work, etc). If we do not maintain healthy side job cars, we lose the income they bring to the town. During the 2023 calendar year, this figure was \$310,822.19 (report attached). These funds are sent directly to the general fund to lower the tax base. The burden of an unhealthy fleet is also shared with the Public Works Department and its budget. For example, currently, we have 7 vehicles in line for maintenance and repairs.

The average trade-in value varies depending on the condition of the vehicle. The average trade-in value is approximately 2k-4k /vehicle. These funds go back into the vehicle fund to support repairs to equipment installed on patrol vehicles. We do not have a line item to repair or replace police-specific equipment installed in our patrol vehicles. (chief)

20. **Fire Department:** In a difficult tax year, an increase of 7.73% seems excessive. Page 139

FIRE REPRESENTATIVES WILL COME TO A LC MEETING TO ANSWER QUESTIONS

21. **Fire Department: Energy Electric** is up 27.27% while **Public Works** electricity use is down? Solar?

FIRE REPRESENTATIVES WILL COME TO A LC MEETING TO ANSWER QUESTIONS

22. **Fire Department: Capital** – where can we cut back? Page 141;

FIRE REPRESENTATIVES WILL COME TO A LC MEETING TO ANSWER QUESTIONS

23. **Fire Department: Length of service awards** – what is the head count? Can we provide a lesser increase?

The length of service award is similar to a small pension. The amount is provided by an actuary based on assumptions including investment performance.

24. **Lake Authorities:** What is the fund budget and how is it calculated? Is there an account balance? Info on lake authorities attached.

2024-25 Municipal Budget

LC Municipal Operations Committee Questions

20. **Fire Department: Energy Electric** is up 27.27% while **Public Works** electricity use is down?
Solar?

David Ober, Deputy Fire Marshal: The short answer is that I do not see a large increase in the electricity line item - we are on track with last year's average (add \$10.00 monthly increase) and year to date expenses.

I do predict a need to add another \$12,000.00 transfer in (same as last year) to cover expenses.

That being said, reading the paper I see that Eversource is looking for a 19% increase in the near future. If that gets approved, that \$12,000 might look closer to \$15,000.

21. **Fire Department: Capital** – where can we cut back? Page 141;
Attached files (My Comments.xlsx & More Comments.pdf) from Fire Commission



Lake Lillinonah Authority

2023-2024 **2024-2025**

Lake Lillinonah Authority: Approved Budget

Administrative (Zoom, Google)	\$ 1,275	2,385
Advertising	\$ -	
Secretarial	\$ 3,000	1,967
Legal	\$ -	1,500
Telephone and Scheduling software	\$ 500	300
Accounting	\$ 2,600	2,600
Auditor	\$ 4,500	4,650
Supplies & postage & website	\$ 1,200	1,200
Water Quality		
Invasive Species	\$ 16,000	25,000
Fish Stock	\$ 10,000	12,500
Water Testing/ Research education	\$ 1,470	2,500
Control		
Insurance	\$ 40,000	23,255
Salaries & taxes	\$ 85,000	82,000
Payroll Processing & tax filings	\$ 2,500	3,550
Patrol telephone	\$ 700	1,100
Seasonal dock installation/removal	\$ 4,500	3,500
Fuel Tanks Rental	\$ 3,500	4,000
Security System	\$ 1,000	1,000
Boat storage and winterization	\$ 7,800	7,722
Fuels & oil	\$ 15,000	15,000
Equipment & supplies/Uniforms	\$ 4,600	2,300
Mandatory Body Cams ***	\$ 5,700	4,350
Weapons/training	\$ 500	250
Boat repair/ maintenance	\$ 5,000	9,500
Dock Maintenance	\$ 3,000	3,000
Capital Equipment		
Boon-patrol	\$ -	\$ -
Boat Maintenance	\$ 2,000	2,000
Boat removal/ installation	\$ 5,000	5,000
Sub-Total	<u>\$ 226,345</u>	<u>\$ 222,130</u>
Water Chestnut removal grant (previous year)	\$ -	\$ -
Boats Removal grant	\$ -	\$ -
Long Term Capital Equipment Reserve*	\$ 30,000 *	\$ 30,000
Total	\$ 256,345	\$ 252,130
Donor Contribution		
Bookfield	44,790	45,842
East Milford	44,790	45,842
Edgewater	44,790	45,842
Northbury	44,790	45,842
Northtown	44,790	45,842
Northbury	22,395	22,921
First Light Contribution**	10,000 **	
Total Contributions	256,345	252,130

***Added at the request of a member town:

‡ To build capital reserve for anticipated need of replacement vessels and equipment every 15 years.

† First Light contribution/gift, anticipated though not guaranteed.

** Add to comply with state mandate

LAKE ZOAR AUTHORITY

Financial Statement

**For the 12 months ended
June 30, 2023**

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LI ISI
**LIBERATI &
STOCKWELL, LLC**
Certified Public Accountants

SEBASTIAN C. LISI, CPA, CGMA
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To the Board of Trustees of
Lake Zoar Authority

Management is responsible for the accompanying financial statement of Lake Zoar Authority (a not-for-profit organization), which comprise the statement of cash receipts, disbursements and net cash balances – cash basis for the year ended June 30, 2023 in accordance with the cash basis of accounting, and for determining that the cash basis of accounting is an acceptable financial reporting framework. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. We do not express an opinion, a conclusion, nor provide any assurance on these financial statements.

The financial statements are prepared in accordance with the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

Management has elected to omit substantially all of the disclosures required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included in this financial statement, they might influence the user's conclusions about the Lake Zoar Authority's results of operations. Accordingly, these financial statements are not designed for those who are not informed about such matters.

Lisi, Liberati & Stockwell, LLC

Newtown, CT
July 27, 2023

LAKE ZOAR AUTHORITY

Statement of Cash Receipts, Disbursements and Net Cash Balances - Cash Basis
for the Twelve Months ended June 30, 2023

	2023
Cash Receipts:	
Towns' Support	\$ 107,132
Corporate Contribution	70,000
Sale of Boat	8,000
Interest Earned	62
Total Revenues	185,194
 Cash Disbursements:	
Other	99
Contributions	150
Operating Supplies	258
Training	364
Uniforms	592
Professional Fees	1,260
Payroll Processing Fee	1,660
Office and Printing Expenses	2,288
Navigational Hazards	3,150
Insurance	4,339
Repairs & Maintenance	4,755
Boat Fuel	5,118
Payroll Taxes	5,991
Environmental Consulting Fees	6,964
Boat Slips and Storage	8,170
Boat Equipment	12,216
Safety Officer Wages	19,069
Weed Treatment	39,675
Town Patrol	47,661
Boat Purchase	91,488
Total Expenses	\$ 255,267
Decrease in Cash	\$ (70,073)
Net Cash - at beginning of period	98,435
Net Cash - at end of period	\$ 28,362

See Independent Accountant's Report

January 31, 2023

	Last Year	2023-2024	Shared	100	200	300	400	500	FM
Salaries & Wages Full Time	\$195,920	\$201,307							
Salaries & Wages Part Time	\$22,449	\$23,066							
Group Insurance	\$28,476	\$30,070							
Social Security Contributions	\$16,705	\$17,165							
Retirement Contributions	\$12,266	\$15,091							
	\$275,816	\$286,699							

		Dry Hyd		Elect Ram	Light Tower		Traffic Flow		
		\$10,500		\$11,380	\$9,000		\$14,800		
Moved to Capital non Recurring									
Capital	\$98,371	\$61,271		\$7,753	\$6,460	\$20,135	\$5,205	\$20,318	\$1,400
Hose Testing & Replacement	\$44,802	\$40,425	\$16,000	\$2,850	\$2,958	\$5,482	\$4,470	\$8,665	
Radio & Pager Service	\$1,800	\$6,000		\$1,200	\$800	\$1,200	\$1,200	\$1,200	\$400
Supplies	\$35,888	\$37,839		\$8,390	\$3,314	\$6,430	\$11,320	\$8,385	
Equipment Repairs	\$29,365	\$37,365		\$11,220	\$5,925	\$7,115	\$7,745	\$5,360	
Truck Maintenance and Repair	\$83,400	\$69,510	\$40,000	\$8,485	\$2,385	\$9,475	\$5,790	\$3,135	\$240
Station Maintenance	\$17,650	\$21,370		\$1,570	\$2,370	\$12,020	\$3,490	\$1,920	
Physicals	\$25,000	\$25,200		\$7,000	\$4,200	\$2,450	\$8,750	\$2,800	
Training and FM Fire Prevention	\$73,000	\$73,000		\$13,000	\$6,000	\$11,500	\$18,500	\$14,000	\$10,000
Day Time Driver	\$83,500	\$87,500		\$26,000	\$7,000	\$9,000	\$26,000	\$19,500	
Rotating Grant	\$0	\$30,000		\$0	\$30,000	\$0	\$0	\$0	
Dry Hydrants New & Repair Non Rec Capital	\$0	\$0		\$0	\$4,000	\$6,000	\$0	\$500	
Contributions To Fire	\$145,000	\$145,000		\$29,000	\$29,000	\$29,000	\$29,000	\$29,000	
Insurance Allowance	\$76,284	\$80,000		\$16,000	\$13,000	\$9,000	\$22,500	\$19,500	
Pay Per Call	\$52,000	\$52,000	\$52,000						
Energy Natural Gas	\$16,000	\$18,000							
Energy Electricity	\$52,200	\$55,000							
Energy Bottled Gas	\$7,000	\$8,000							
Energy Oil	\$19,000	\$22,000							
ESO Fire Suite use year end surplus	\$0	\$0	\$0						
Length of Service Award (like a Pension)	\$185,000	\$205,000							
Hydrants Pressurized	\$94,000	\$92,000							
Office Supplies	\$1,500	\$1,500							\$1,500
Fire Admin	\$0	\$0							\$0
Vehicle and Uniform Allowance	\$3,000	\$3,000							\$3,000
Part time pay increase	\$1,000	\$1,000							\$1,000
	\$1,420,576	\$1,458,679	\$92,000	\$132,468	\$117,412	\$128,807	\$143,970	\$134,283	\$17,540
	\$1,420,576	\$1,458,679							

These three equal "Other Employee Benefits"		
Day Time	\$87,500	\$87,500
Length of serv	\$195,000	\$205,000
Pay per call	\$52,000	\$52,000
	<u>\$334,500</u>	<u>\$344,500</u>

\$10,000

10500 \$11,380 \$9,000 \$14,800

\$45,680

We need to cut Radio & Pager Service (\$2,300)



We need to cut Physicals (\$39,200)



We removed 10.5k from the totals columns
Dry Hydrants New and Repair Use Capital & non-recurring

We need to cut Insurance Allowance by (\$4,156)



We need to cut Training (\$4,000)



We removed the \$ amount of 14.8k, 9k, and \$11,380 to NON CPT

Hydrants Pressurized they took \$10,500 out looks like
 they lumped Press and dry and took the 10.5k out of press **(\$10,500)**
 Bob has to add 10.5 back to pressurized hyd

Bob Tait	Board	
\$1,454,579	\$1,458,679	(\$4,100)

	Last Year	2024-2025	\$ Difference	% Difference
Salaries & Wages Full Time	\$201,308	\$208,115	\$6,807	3.4%
Salaries & Wages Part Time	\$23,066	\$24,632	\$1,566	6.8%
Group Insurance	\$30,567	\$33,473	\$2,906	9.5%
Social Security Contributions	\$17,165	\$17,805	\$640	3.7%
Retirement Contributions	\$15,090	\$15,359	\$269	1.8%
	\$287,196	\$299,384	\$12,188	4.2%

Capital & Rotating Grant	\$71,271	\$134,798	\$63,527	89.1%	\$35,180 Form Non recurring Capital
Hose Testing & Replacement	\$45,825	\$41,977	(\$3,848)	-8.4%	
Radio & Pager Service (FM Cell Service)	\$6,500	\$7,985	\$1,485	22.8%	New Pager antennas and New installs
Supplies	\$38,079	\$39,858	\$1,779	4.7%	
Equipment Repairs	\$38,865	\$51,880	\$13,015	33.5%	Gear Cleaning Contributed \$15,400 Increase State Mandate
Truck Maintenance and Repair	\$69,270	\$69,400	\$130	0.2%	
Station Maintenance	\$24,370	\$16,550	(\$7,820)	-32.1%	\$10,000 Decrease Roof Repair \$3600 HVAC
Physicals (Professional Services)	\$26,200	\$33,550	\$7,350	28.1%	Like seats on the bus
Training and FM Fire Prevention	\$73,000	\$78,500	\$5,500	7.5%	FM \$2000 Increase
Day Time Driver	\$87,500	\$97,000	\$9,500	10.9%	Call volume is up haven't had an increase
Rotating Grant	\$30,000	\$30,000	\$0	0.0%	
Dry Hydrants New & Repair	\$0	\$54,500	\$54,500	100.0%	\$10,500 From on recurring Capital
Contributions To Fire	\$145,000	\$150,000	\$5,000	3.4%	
Insurance Allowance	\$80,000	\$83,650	\$3,650	4.6%	
Pay Per Call	\$52,000	\$80,000	\$28,000	53.8%	Call volume is up, haven't had an increase
Energy Natural Gas	\$18,000	\$23,000	\$5,000	27.8%	
Energy Electricity	\$55,000	\$70,000	\$15,000	27.3%	
Energy Bottled Gas	\$8,000	\$6,500	(\$1,500)	-18.8%	
Energy Oil	\$22,000	\$26,000	\$4,000	18.2%	
ESO Fire Suite use year end surplus	\$0	\$20,000	\$20,000	100.0%	Used year end surplus
Length of Service Award (like a Pension)	\$205,000	\$225,000	\$20,000	9.8%	Rolling the dice
Hydrants Pressurized	\$92,000	\$92,000	\$0	0.0%	
Office Supplies	\$1,500	\$1,500	\$0	0.0%	
Fire Admin	\$0	\$0	\$0	0.0%	
Vehicle and Uniform Allowance (FM)	\$3,000	\$3,000	\$0	0.0%	
Part time pay increase (FM)	\$1,000	\$1,000	\$0	0.0%	
	\$1,480,576	\$1,737,032	\$256,455	17.3%	
	\$1,480,576	\$1,737,032	\$256,455	17.3%	

NOTE 42 Scott Bottles 24-25 \$63,000 +/-