



BOARD OF FINANCE

Clifford J. Hurgin Municipal Center, 1 School Street
Bethel, Connecticut 06801 Telephone: (203) 794-8501

MINUTES OF SPECIAL MEETING

Thursday, February 23, 2012
7:00 p.m.

CJH Municipal Center – Meeting Room “A”

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TOWN OF BETHEL
TOWN CLERK

PRESENT: William Kingston, Chairman, J. Philip Gallagher, Patricia Smithwick, Eileen Freebairn, Claudia Stephan, Gary Regan and Timothy Draper. Also in attendance were the Board of Selectmen, Comptroller Robert Kozlowski and Treasurer Thomas O’Leary.

William Kingston called the Special Meeting to order at 7:00 p.m.

BUDGET PRESENTATIONS BY DEPARTMENT FY 2012-2013

250	Planning & Zoning	Requested FY 2012-2013	\$213,898
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Steven Palmer, Zoning Official/Town Planner and Patricia Rist, Chairman of the Planning & Zoning Commission presented the budget request. Mr. Palmer spoke to the many examples of a turnaround in development and progress throughout Bethel. They have seen a 4% increase in revenues. They are proposing minimal changes to their budget. He spoke to the many projects that his department is reviewing, i.e. Toll Brothers project construction continues, a combined retail and housing project on Route 6 (which potentially could result in over a million in tax revenue), new tenants to many existing locations, additions to industrial buildings in Clarke Park, etc. Due to contract negotiations and a change to the job description, the Land Use Inspector’s salary has been increased.

435	Library	Requested FY 2012-2013	\$760,051
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Lynn Rosato, Library Director and Trisha Lewis, Chairman of the Library Board of Directors, presented the budget request. They shared their excitement over having raised the necessary funds to complete the second floor of the Library. They spoke to the number of people that utilize the Library and its services, and many programs.

Once the Library second floor is completed, they would be looking to expand staffing hours at least 102.5 hours per week; at this time, they would not be looking to full time staffing but rather, more hours for part-time staffing. The budget request does include staff salary increases of 3%, noting that it has been several years without increases.

220 Fleet Maintenance Requested FY 2012-2013 \$355,742

Town Engineer Andrew Morosky and Wayne Morris, Fleet Manager, presented the budget request. Mr. Morris noted that due to a mild winter (thus far), their accounts in the current budget year are in good shape and may even result in an end of year surplus. He advised that the radio project is up and running and that they have been able to catch up on a lot of repair work.

230 Public Works Requested FY 2012-2013 \$321,600

Town Engineer Andrew Morosky presented the budget request. Included in the request is the need to increase the part-time secretarial position to full-time, he offered that the needs of the office and public can no longer be met with part-time help and the new collective bargaining agreement calls for a full-time position. Also included was a request for funding on-call surveying and engineering; this would provide for professional services when issues arise which are outside of staff expertise. A funding request is included for an Intern; this person would perform data entry, report writing, etc. and is expected to be filled by a college or high school student during school breaks.

240 Highway Department Requested FY 2012-2013 \$2,122,619

Town Engineer Andrew Morosky and Assistant Public Works Director Robert Dibble presented the budget request. As with the Fleet Maintenance budget, due to the mild winter, savings in several different accounts are anticipated. Discussion took place regarding the Vac-All (vacator truck); the one that is budgeted is used mainly for emergency repairs, not routine clean outs of catch basins. Mr. Dibble advised that to rent a Vac-all costs over \$1,000 per day. Discussed were different options to perhaps do a portion of the town each year. The Town received a \$500,000 STEAP grant; this will supplement the funds for roadwork in the Stony Hill Sewer Project.

260	Building Maintenance	Requested FY 2012-2013	\$1,037,873
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Town Engineer Andrew Morosky and Assistant Public Works Director Robert Dibble, presented the budget request. The SchoolDude work order system is working out well. The budget request includes \$370,000 in capital construction projects that will be moved to the capital plan. This includes work at the Animal Control, Highway Garage, Municipal Center and South Street firehouse.

270	Tree Warden	Requested FY 2012-2013	\$99,400
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Town Engineer Andrew Morosky and Assistant Public Works Director Robert Dibble, presented the budget request. They have included an additional \$10,000 for contracted services. There was considerable tree damage from the two storms as well as on going "normal" tree maintenance issues.

As there was no further business on tonight's agenda, J. Philip Gallagher made a motion, which was seconded by Timothy Draper, to adjourn the meeting at 8:55 p.m. Vote, all in favor, motion unanimously approved.

Respectfully submitted,



Wendy Smith, Recording Secretary