



BOARD OF FINANCE

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

MINUTES OF SPECIAL MEETING

Tuesday, February 28, 2012 - 7:00 p.m.
CJH Municipal Center – Meeting Room "A"

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. Assistant Comptroller Brad Heering 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

430 Senior Center Requested FY 2012-2013 \$ 137,366

Kathleen Oles, Senior Center Director and Alan Barney, Chairman of the Commission on Aging, presented the budget request. Mrs. Oles has announced her anticipated retirement in August and both Mr. Barney and Mrs. Oles urged the funding of the Dues and Education account in order for the new director to participate in what they believe is an important training event. Included in their capital request is the need to replace the 10+ year old gas stove; the stove is not considered safe and reliable. They have also requested the funding of replacement tables for their many activities; the tables receive a lot of wear and tear, not only from the senior center functions but all the other departments and organizations that use them as well. They did not request additional funds for their activities account but plan to next year. Participation in all of the center activities continues to grow.

380 Parks & Recreation Requested FY 2012-2013 \$1,132,488

Eileen Earle, Director of Parks & Recreation and Meghan O'Connor, Chairman of the Parks & Recreation Commission, presented the budget request. They noted not many changes to the operating budget and an increase in revenue from the many programs offered by Parks & Recreation. They advised that they are monitoring their programs and the fee schedule is under evaluation. In their capital request, they stressed the need to replace the tennis courts and provided photographs of the condition of the courts. A

RECEIVED
2012 MAR 5 P 2:00
TOWN OF BETHEL
TOWN CLERK

complete reconstruction of the courts is recommended despite its cost of \$169,950. Resurfacing runs about \$60,000 but only lasts a short time. In addition, they are requesting funding for irrigation for Berry School fields which are heavily utilized by many groups; they would also like an additional aerator, Xmark lawnmower and sod cutter to help out with operations.

The software program used by the Parks & Recreation department is specific to their department. Bennett Park dredging is anticipated at the end of the summer due to an extremely wet season.

450 Board of Education Requested FY 2012-2013 \$39,810,925

Lawrence Craybas, Chairman of the Board of Education, Kevin Smith, Superintendent of Schools, Janice Jordan, Associate Superintendent and Theresa Yonsky, Director of Fiscal Services, presented the budget request.

They spoke to the dramatic changes and challenges in education including technological advancements for students and teachers. More and more, technology provides for tools to improvements in teaching and learning, communication and data management.

Dr. Smith spoke to the need to teach students to understand globalization and the potential of technology. The school has implemented a “bring your own technology” to school which provides additional opportunities and access to data.

It was pointed out that this budget proposal does not add any new programs or head count.

They cited the many, many achievements including such items as 81-85% of students who achieved or exceeded goals on the CMT, Music program – top 100 best in US, 81% of AP students earned college credits, high school students excelled in competitions in math, history, English, science and Mock Trial, over \$3,200,000 in scholarships awarded in 2011 to graduates, NJROTC has over 205 cadets with 138 8th graders interested in participating (although they did caution that the Navy requires 3 instructors for a program of this size),

The proposed Board of Education budget is \$39,810,925. This is an increase of \$1,819,875 (+4.79%) of which 1.84% is in contractual wage adjustments, 1.22% in benefits, .37% in Transportation and SPED tuition, .10% “other” and 1.25% is the impact from the Federal Jobs Retention Grant.

One of the contributing factors to the budget increase is the impact the federal educational job funding grant of \$476,994; this grant was applied to the current year budget which resulted in a savings for the current year budget but places a built-in increase to the proposed budget.

Bethel's cost per pupil is \$10,544 – budget minus Educational Cost Sharing (ECS) and also excludes "in-kind" allocation and maintenance costs. It is anticipated that ECS will increase by approximately \$70,000; SPED reimbursement remains uncertain.

Consideration of proposal for establishing Board of Education Unexpended Funds Account – Connecticut General Statute's 10-248a (previously tabled item)

William Kingston prepared a resolution for consideration (below). Patricia Smithwick made a motion, which was seconded by Eileen Freebairn, to

Resolution: The BOF (Board of Finance) hereby establishes an Unexpended Education Funds Account (UEFA) pursuant to Connecticut General Statutes 10-248a subject to the following terms and conditions:

1. The UEFA shall be established commencing at the end of the 2011-12 fiscal year of the Town of Bethel.
2. The Board of Finance (BOF) shall deposit into a non-lapsing account, the UEFA, at least fifty (50%) percent of any unexpended funds from the 2011-12 fiscal year at the end of said fiscal year. For each fiscal year thereafter, subject to required annual reauthorization by the BOF, the BOF shall deposit at least fifty (50%) percent of unexpended funds from that fiscal year into the UEFA. This deposit shall be made no later than 90 days after the end of the fiscal year.
3. The amount of unexpended funds at the end of the fiscal year deposited by the BOF into the non-lapsing UEFA account shall not exceed one (1%) percent of the BOE's prior fiscal year operating budget. Moreover, the accumulated total amount of this fund shall never be greater than 1% of the prior year's BOE operating budget.
4. The use of the UEFA funds shall be expended for educational purposes at the sole discretion of the BOE.
5. Whenever the BOE expends a portion or all of the funds from the UEFA, it shall so notify the BOF in writing the amount so expended and a brief description of the expenditure within forty five (45) days after said expenditure.
6. The BOE shall maintain the UEFA in a separate account segregated from the general funds or any other accounts of the BOE.
7. The UEFA shall be reviewed by the BOF after consultation with the BOE at the end of the 2012-12 fiscal year and explicitly reauthorized by the BOF annually prior to each new fiscal year.

Much discussion ensued on this topic. Board of Education representatives expressed concern with this proposed resolution, in part, that, if they were able to achieve savings in their account, they could earmark these funds for future education related expenses and/or capital items and if they do turn the money back into the new fund, they would then have no guarantee that all funds returned by the Board of Education would be given

back to them. In short, it removes the incentive to save, especially if there is no guarantee they will get all of their savings back.

J. Philip Gallagher made a motion, which was seconded by Gary Regan, to remove “at least” from # 2. Voting in favor of the motion: J. Philip Gallagher and Gary Regan. Voting against the motion: Patricia Smithwick, Eileen Freebairn, Claudia Stephan, and William Kingston. Abstention: Timothy Draper. Motion fails.

J. Philip Gallagher moved the question. Voting in favor of the motion: J. Philip Gallagher, Gary Regan, William Kingston and Timothy Draper. Voting against the motion: Patricia Smithwick, Eileen Freebairn and Claudia Stephan. Due to super majority rules, the motion failed. Discussion continued.

Eileen Freebairn made a motion, which was seconded by Patricia Smithwick, to remove the 50% provision from the resolution. Voting in favor of the motion: Patricia Smithwick, Eileen Freebairn and Claudia Stephan. Voting against the motion: J. Philip Gallagher, William Kingston, Gary Regan and Timothy Draper. Motion fails.

Among the comments by members, J. Philip Gallagher offered that each year the budget goes up which causes a need to increase the fund balance to the benchmark of 10%. The Board of Education budget is the largest portion. The growth we’ve had in the fund balance is due to savings found from each department. William Kingston offered that the Board of Education could plan on receiving at least 50% of any monies turned over with the possibility of more being returned back. Claudia Stephan clarified that each year when the budget is passed, the Board of Education receives their funding appropriation and may spend all of it. Eileen Freebairn offered the Board of Education should be allowed to keep and use whatever funds they were able to save from their budget.

Voting in favor of the original motion: William Kingston. Voting against the motion: J. Philip Gallagher, Patricia Smithwick, Eileen Freebairn, Claudia Stephan, Gary Regan and Timothy Draper. Motion fails.

460 BOE - Building Maintenance Requested FY 2012-2013 \$535,406.27

Lawrence Craybas, Chairman of the Board of Education, Kevin Smith, Superintendent of Schools, Janice Jordan, Associate Superintendent and Theresa Yonsky, Director of Fiscal Services, and Robert Germinaro, Supervisor of Facility Operations, presented the budget request.

The 460 account is broken into 4 categories:

Management of Blanket PO’s/Supply Accounts \$54,000

This account primarily provides funding for painting products and supplies, electric repair and plumbing/general hardware/carpentry supplies.

Outside Contractor Funding **\$40,000**

This account primarily provides funding for contractor services including licensed plumbers, electricians, etc. These typically are services beyond what town maintenance workers can perform.

Preventive Maintenance Contracts **\$218,030**

This account primarily provides funding for items like the alarm monitoring, inspection, pest control, inspection fees, contracted snow and outdoor lawn maintenance, etc.

School Building Repairs and Maintenance **\$223,376.27**

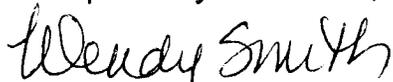
This account primarily provides funding for proposed maintenance and repairs, including anticipated repairs to wood and other flooring replacements at various schools, auditorium drapery cleaning and flame retardant application, continued replacement of electric hand dryers, replacement of non ADA compliant and worn bleachers at the baseball field, continued replacement of auditorium seating, security camera systems, etc.

Mr. Germinaro cautioned that the roof units at some schools and other components may not be totally compatible with the gas conversion and may require additional study prior to conversion.

It was noted that no major construction or repairs will be done at Johnson/Rockwell schools, pending a final renovation plan now being studied. There are however, items included in the maintenance and repair account for these two schools.

As there was no further business on tonight's agenda, Timothy Draper made a motion, which was seconded by William Kingston, to adjourn the meeting at 11:15 p.m. Vote, all in favor, motion unanimously approved.

Respectfully submitted,



Wendy Smith, Recording Secretary