



BOARD OF SELECTMEN

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

Matthew S. Knickerbocker, First Selectman
Richard C. Straiton, Selectman
Paul R. Szatkowski, Selectman

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TOWN OF BETHEL
TOWN CLERK

MINUTES OF SPECIAL MEETING

Monday, March 18, 2013 - 7:30 p.m.
CJH Municipal Center – Meeting Room “A”

PRESENT: First Selectman Knickerbocker, Selectman Straiton and Selectman Szatkowski. Also in attendance were Town Counsel Martin Lawlor, Comptroller Robert Kozlowski, Assistant Comptroller Brad Heering and Treasurer Thomas O’Leary.

First Selectman Knickerbocker called the Special Meeting to order at 7:30 p.m.

Consideration of pending claim – CG Construction / Travelers – *Executive Session Anticipated* and establish date for Special Town Meeting.

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to go into Executive Session at 7:31 p.m. for the purpose of consideration of the claim with GC Construction / Travelers. Vote, all in favor, motion unanimously approved. Town Counsel Martin Lawlor, Comptroller Robert Kozlowski, Wendy Smith, Recording Secretary and Assistant Comptroller Brad Heering were invited into Executive Session.

Executive Session ended at 7:35 p.m.

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, appropriating the sum of \$45,564.66 to settle the claim with GC Construction / Travelers. Vote, all in favor, motion unanimously approved. This amount, along with funds left in the account, total the \$63,500 needed to settle the claim.

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to establish a Special Town Meeting date of Tuesday, April 2, 2013 at 7:00 p.m. for the purpose of consideration of the claim settlement, subject to Board of Finance approval. Vote, all in favor, motion unanimously approved.

Consideration of Fiscal Year 2013-2014 Budget Deliberations

Board of Selectmen Meeting Minutes of March 18-19, 2013

Account 100 Selectmen's Office	Requested FY 13-14	\$198,175
Board of Selectmen Recommendation		\$198,175

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 100 – Selectmen's Office at \$198,175. Vote, all in favor, motion unanimously approved.

Account 110 Treasurer	Requested FY 2013-2014	\$7,150
Board of Selectmen Recommendation		\$7,150

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 110 – Treasurer at \$7,150. Vote, all in favor, motion unanimously approved.

Account 120 Finance Department	Requested FY 2013-2014	\$387,760
Board of Selectmen Recommendation		\$387,761

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 120 – Finance Department at \$387,761. Vote, all in favor, motion unanimously approved. Discussion took place regarding the increased cost of the audit. Comptroller Robert Kozlowski will speak with the audit firm.

Account 130 Town Clerk	Requested FY 2013-2014	\$216,955
Board of Selectmen Recommendation		\$216,955

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 130 – Town Clerk at \$216,955. Vote, all in favor, motion unanimously approved. Selectman Straiton amended the motion, which was seconded by First Selectman Knickerbocker, to request the Board of Finance consider increasing the Town Clerk salary by 8% to fund at \$61,173. Vote, all in favor, motion unanimously approved. Selectman Straiton offered that this brings the salary in line with other departments, town clerks and, for several years the position did not receive an increase.

Account 140 Assessor	Requested FY 2013-2014	\$203,088
Board of Selectmen Recommendation		\$203,088

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 140 – Assessor at \$203,088. Selectman Szatkowski offered that he was not in favor of supporting the part-time position increasing to full-time because with the office being closed on Fridays to the public, no new income was realized. First Selectman Knickerbocker pointed out that they were busy with the revaluation.

Board of Selectmen Meeting Minutes of March 18-19, 2013

In the end, Selectman Szatkowski voted to support the position along with Selectman Straiton, both advising that they would like to see additional revenues. Vote, all in favor, motion unanimously approved.

Account 150 Tax Collector	Requested FY 2013-2014	\$190,287
Board of Selectmen Recommendation		\$190,287

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 150 – Tax Collector at \$190,287. Vote, all in favor, motion unanimously approved.

Account 160 Professional Services	Requested FY 2013-2014	\$212,680
Board of Selectmen Recommendation		\$212,680

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 160 – Professional Services at \$212,680. Vote, all in favor, motion unanimously approved.

Account 170 Probate Office	Requested FY 2013-2014	\$4,374
Board of Selectmen Recommendation		\$4,374

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 170 – Probate Office at \$4,374. Vote, all in favor, motion unanimously approved. This account realized a reduction over the current year spending.

Account 180 Building Inspection	Requested FY 2013-2014	\$217,960
Board of Selectmen Recommendation		\$213,461

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 180 – Building Inspection at \$217,960. Selectman Straiton amended the motion, which was seconded by First Selectman Knickerbocker, to reduce 180-103 Secretary by \$4,499. Vote, all in favor, motion unanimously approved. The current secretary is retiring; the new secretary was hired at a lower rate.

Account 190 Data Processing	Requested FY 2013-2014	\$269,724
Board of Selectmen Recommendation		\$269,724

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 190 – Data Processing at \$269,724. Vote, all in favor, motion unanimously approved.

Board of Selectmen Meeting Minutes of March 18-19, 2013

Account 200 Social Services	Requested FY 2013-2014	\$64,097
Board of Selectmen recommendation		\$64,097

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 200 – Social Services at \$64,097. Vote, all in favor, motion unanimously approved.

Account 210 Town Insurance	Requested FY 2013-2014	\$1,204,737
Board of Selectmen recommendation		\$1,204,737
Board of Selectmen adjusted recommendation		\$1,066,364

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 210 – Town Insurance at \$1,204,737. Vote, all in favor, motion unanimously approved. Selectmen agreed to revisit this account prior to presenting the recommendation to the Board of Finance.

Account 220 Fleet Maintenance	Requested FY 2013-2014	\$359,096
Board of Selectmen recommendation		\$359,096

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 220 – Fleet Maintenance at \$359,096. Vote, all in favor, motion unanimously approved.

Account 230 Public Works	Requested FY 2013-2014	\$316,421
Board of Selectmen recommendation		\$328,477

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 230 – Public Works at \$313,172. Selectman Straiton amended the motion, which was seconded by First Selectman Knickerbocker, to reduce 230-120 Intern by \$3,250 and increase 230-103 Secretary by \$15,305 (making the position full-time). Vote, all in favor, motion unanimously approved. The new total is \$328,477.

Account 240 Highway Department	Requested FY 2013-2014	\$1,344,982
Board of Selectmen recommendation		\$1,148,093

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 240 – Highway Department at \$1,148,093. This provides for a reduction to 240-106 Negotiated Salaries of \$73,889 (new personnel request), a reduction to 240-118 Snow and Ice Overtime of \$8,000 and a reduction to 240-404 Road Construction of \$115,000. Vote, all in favor, motion unanimously approved.

Board of Selectmen Meeting Minutes of March 18-19, 2013

Account 250 Planning & Zoning	Requested FY 2013-2014	\$221,658
Board of Selectmen recommendation		\$221,658

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 250 – Planning & Zoning at \$221,658. Vote, all in favor, motion unanimously approved.

Account 260 Building Maintenance	Requested FY 2013-2014	\$674,830
Board of Selectmen recommendation		\$666,413

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 260 – Building Maintenance at \$666,413. This provides for a reduction to \$260-106 of \$7,686 (salaries) and a reduction to 260-107 Overtime of \$731 and moves these amounts to wage contingency. These reductions are based on contract negotiations/expirations. Vote, all in favor, motion unanimously approved.

Account 270 Tree Warden	Requested FY 2013-2014	\$94,400
Board of Selectmen recommendation		\$94,400

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 270 – Tree Warden at \$94,400. Vote, all in favor, motion unanimously approved.

Account 290 Emergency Management	Requested FY 2013-2014	\$27,200
Board of Selectmen recommendation		\$27,200

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 290 – Emergency Management at \$27,200. Vote, all in favor, motion unanimously approved.

Account 300 Fire Marshal	Requested FY 2013-2014	\$89,797
Board of Selectmen recommendation		\$89,797

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 300 – Fire Marshal at \$89,797. Vote, all in favor, motion unanimously approved.

Account 310 Bethel Fire Department	Requested FY 2013-2014	\$199,875
Board of Selectmen recommendation		\$185,875

Board of Selectmen Meeting Minutes of March 18-19, 2013

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 310 – Bethel Fire Department at \$185,875. Vote, all in favor, motion unanimously approved. This provides for a reduction to 310-207 Fire House Maintenance of \$5,000 (stairway painting), 310-301 Dues and Education of \$5,000 (Chief's stipend) and 310-306 Professional Services of \$4,000 (hazardous material disposal).

Account 320 Stony Hill Fire Department	Requested FY 2013-2014	\$150,110
Board of Selectmen recommendation		\$150,110

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 320 – Stony Hill Fire Department at \$150,110. Vote, all in favor, motion unanimously approved.

Account 330 Registrar of Voters	Requested FY 2013-2014	\$96,486
Board of Selectmen recommendation		\$96,486

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 330 – Registrar of Voters at \$96,486. Vote, all in favor, motion unanimously approved.

Account 340 Town Boards & Commissions	Requested FY 2013-2014	\$128,350
Board of Selectmen recommendation		\$123,350

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 340 – Town Boards & Commissions at \$123,350. Vote, all in favor, motion unanimously approved. This provides for a reduction to 340-509 Charter Revision of \$5,000.

Account 350 Health Department	Requested FY 2013-2014	\$284,096
Board of Selectmen recommendation		\$279,096

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 350 – Health Department at \$279,096. Vote, all in favor, motion unanimously approved. This provides for a reduction to 350-313 Contracted Services of \$5,000 (car).

Account 360 Police Department	Requested FY 2013-2014	\$3,984,515
Board of Selectmen recommendation		\$3,881,115

Board of Selectmen Meeting Minutes of March 18-19, 2013

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 360 – Police Department at \$3,881,115. Vote, all in favor, motion unanimously approved. This provides for a reduction to 360-106 Negotiated Salaries of \$50,000 (removes one patrol officer but retains the School Resource Officer) and a reduction to 360-403 Capital Equipment of \$53,400 (2 vehicles).

Account 380 Parks & Recreation	Requested FY 2013-2014	\$936,873
Board of Selectmen recommendation		\$929,582

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 380 – Parks & Recreation at \$929,582. Vote, all in favor, motion unanimously approved. This provides for a reduction to 380-206 Maintenance & Supplies of \$7,290 (sod cutter).

Account 390 Employee Benefits	Requested FY 2013-2014	\$5,897,230
Board of Selectmen recommendation		\$5,764,352

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 390 – Employee Benefits at \$5,764,352. Vote, all in favor, motion unanimously approved. This provides for a reduction to 390-113 Hospitalization of \$79,739 (minimum anticipated savings, more may be possible) and a reduction to 390-124 Firemen’s Pension of \$53,139.

Account 400 Non Gov. Agency Subsidies	Requested FY 2013-2014	\$26,752
Board of Selectmen Recommendation		\$17,883

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 400 – Non Government Agency Subsidies at \$17,783 (provides funding for no new requests and funds the request at the current level with the exception of New Opportunities who had lowered their request). Vote, all in favor, motion unanimously approved.

Account 405 Intra Gov. Agencies Sub.	Requested FY 2013-2014	\$401,742
Board of Selectmen recommendation		\$381,742

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 405 – Intra Governmental Agencies Subsidies at \$381,742. Vote, all in favor, motion unanimously approved. This provides for a reduction to 405-349 Visiting Nurse Association by \$20,000.

Account 410 Utilities, Charges & Services	Requested FY 2013-2014	\$2,492,509
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Board of Selectmen Meeting Minutes of March 18-19, 2013

Board of Selectmen Recommendation

\$2,492,510

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 410 – Utilities, Charges & Services at \$2,492,510. Vote, all in favor, motion unanimously approved.

Account 420 Misc. Charges and Transfers	Requested FY 2013-2014	\$443,205
Board of Selectmen Recommendation		\$456,205

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 420 – Misc. Charges and Transfers at \$456,205. Selectman Straiton amended the motion which was seconded by Selectman Szatkowski, to reduce 420-353 Wage Adjustments by \$25,000 (classified service employee salary increases). First Selectman Knickerbocker offered that it was unfair to single out one employee group amongst all the employee groups for a reduction. Selectman Straiton and Selectman Szatkowski withdrew their motion and second. Voting in favor of the original motion – Vote, all in favor, motion unanimously approved. Salary adjustments in various accounts are reflected in this account.

Account 430 Senior Center	Requested FY 2013-2014	\$151,715
Board of Selectmen recommendation		\$142,515

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 430 – Senior Center at \$142,515. Vote, all in favor, motion unanimously approved. This provides for a reduction to 430-317 Activities by \$5,500 to fund at current level and a reduction to 430-403 Capital Equipment (computers were donated by the Board of Education).

Account 435 Library	Requested FY 2013-2014	\$841,675
Board of Selectmen recommendation		\$818,408

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 435 – Library at \$818,408. Vote, all in favor, motion unanimously approved. This provides for a reduction to 435-105 Part time clerks, Pages of \$20,000, a reduction to 435 – 212 Books & Materials of \$2,767 (to fund at current level) and a reduction to 435 – 358 Programming/Outreach by \$500 (to fund at current level).

Account 440 Debt Service	Requested FY 2013-2014	\$3,886,486
Board of Selectmen recommendation		\$3,886,486

Board of Selectmen Meeting Minutes of March 18-19, 2013

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account – 440 Debt Service at \$3,886,486. Vote, all in favor, motion unanimously approved.

Account 450 Board of Education	Requested FY 2013-2014	\$40,946,273
Board of Selectmen recommendation		\$40,946,273

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 450 – Board of Education at \$40,946,273. Vote, all in favor, motion unanimously approved.

Account 460 BOE – Building Maintenance	Requested FY 2013-2014	\$549,392
Board of Selectmen recommendation		\$530,150

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 460 – Board of Education – Building Maintenance at \$ 530,150. Vote, all in favor, motion unanimously approved. This provides for a reduction to 460 – 313 Contracted Services (snowplowing – cost centered in 240 Highway Department).

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, a total town and education budget of \$67,189,709. Vote, all in favor, motion unanimously approved.

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recess tonight's special meeting until 6:00 p.m. on Tuesday, March 19, 2013. Vote, all in favor, motion unanimously approved.

First Selectman Knickerbocker reconvened the Board of Selectmen Special Meeting at 6:00 p.m. on Tuesday, March 19, 2013.

Account 210 Town Insurance	Requested FY 2013-2014	\$1,204,737
Board of Selectmen recommendation		\$1,204,737
Board of Selectmen adjusted recommendation		\$1,066,364

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to reduce 210 – 325 Workers Compensation by \$86,124 and reduce 210-331 Property and Liability by \$52,249. Vote, all in favor, motion unanimously approved.

Board of Selectmen Meeting Minutes of March 18-19, 2013

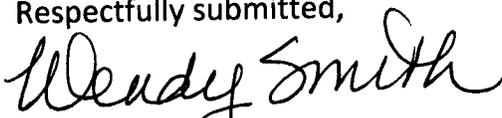
First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding the following capital items. Vote, all in favor, motion unanimously approved.

Assessor	\$50,000	Revaluation
Public Works	\$22,000	Large format copier/scanner
Highway Department	\$152,000	42,000 lb GVW Truck
Highway Department	\$1,454,118	Road construction
Board of Education Maintenance	\$15,000	CCTV – Middle School and Berry School
Board of Education Maintenance	\$35,225	ADA improvements to fields, dugouts, bleachers
Board of Education Maintenance	\$93,000	Install emergency generator – High School
Board of Education Maintenance	\$25,000	Install emergency generator – Middle School
Building Maintenance	\$125,000	Municipal Center – Accessibility Improvements
Building Maintenance	\$25,000	Plumtrees Schoolhouse Improvements
Building Maintenance	\$50,000	towards GP A/C Project
Building Maintenance	\$400,000(*)	Install A/C & Heating Gym & GP Room
(*) Must be shown as part of the capital plan and is to be funded by energy conservation project		
Bethel Fire Department	\$30,000	Epoxy Floor Coating
Parks & Recreation	\$25,000	Irrigation at Berry School fields
Parks & Recreation	\$13,000	Over Seeder

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, a revised town and education budget for Fiscal Year 2013-2014 of \$67,051,336. Vote, all in favor, motion unanimously approved.

As there was no further business on tonight's agenda, First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to adjourn the meeting at 6:30 p.m. Vote, all in favor, motion unanimously approved.

Respectfully submitted,


Wendy Smith, Recording Secretary