



BOARD OF FINANCE

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

MINUTES OF SPECIAL MEETING

Tuesday, March 19, 2013

7:30 p.m.

CJH Municipal Center - Meeting Room "A"

RECEIVED

2013 APR -2 P 1:49

TOWN OF BETHEL
TOWN CLERK

PRESENT: Claudia Stephan, Vice-Chairman, J. Phillip Gallagher, Patricia Smithwick, Eileen Freebairn, Gary Regan and Timothy Draper. Also in attendance were the Board of Selectmen, Comptroller Robert Kozlowski, Assistant Comptroller Brad Heering, Town Treasurer Thomas O'Leary and Town Counsel Martin Lawlor.

Vice Chairman Claudia Stephan called the Special Meeting to order at 7:30 p.m.

Consideration of recommendation from Board of Selectmen - CG Construction / Travelers claim - *Executive Session Anticipated*

J. Phillip Gallagher made a motion, which was seconded by Claudia Stephan, to go into Executive Session at 7:31 p.m. for the purpose of consideration of the recommendation from the Board of Selectmen regarding the GC Construction/Travelers claim. Vote, all in favor, motion unanimously approved. Town Counsel Martin Lawlor, the Board of Selectmen, Comptroller Robert Kozlowski, Wendy Smith, Recording Secretary and Assistant Comptroller Brad Heering were invited into Executive Session.

Executive Session ended at 7:36 p.m.

Claudia Stephan made a motion, which was seconded by Eileen Freebairn, to approve the Board of Selectmen's recommendation to settle the claim with GC Construction / Travelers for the Bethel Fire Department Building Project for the total amount of \$63,500. Said sum shall be paid from the remaining funds in the Bethel Fire Department Building Account in the amount of \$16,935.34 and the balance of \$46,564.66 from the unreserved, undesignated fund balance, subject to Special Town Meeting approval. Vote, all in favor, motion unanimously approved. The Board of Selectmen has scheduled a Special Town Meeting for Tuesday, April 2, 2013.

Board of Selectmen presentation of Fiscal Year 2013-2014 recommended budget

First Selectman Knickerbocker presented the Board of Selectmen's recommended town, education and capital budgets as follows:

100	Selectmen	Requested	198,175	Recommendation	198,175
110	Treasurer	Requested	7,150	Recommendation	7,150
120	Finance	Requested	387,761	Recommendation	387,761
130	Town Clerk	Requested	216,486	Recommendation	216,486

Note: The Board of Selectmen voted to recommend that the Board of Finance approve a salary increase of \$4,531 for the Town Clerk (accounted for in "Wage Contingency")

140	Assessor	Requested	203,088	Recommendation	203,088
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Note: Board of Selectmen approved request to increase line 105 "Part Time Clerk" to full time status.

150	Tax Collector	Requested	190,287	Recommendation	190,287
160	Prof. Services	Requested	212,680	Recommendation	212,680
170	Probate Court	Requested	4,428	Recommendation	4,428
180	Building Insp.	Requested	217,960	Recommendation	213,461

Note: New hire to replace retiring personnel will begin at lower salary.

190	Info Technology	Requested	269,724	Recommendation	269,724
200	Social Services	Requested	64,097	Recommendation	64,097
210	Insurance	Requested	1,204,737	Recommendation	1,066,364

Note: Savings realized with new insurance carrier.

220	Fleet Maintenance	Requested	359,096	Recommendation	359,096
230	Public Works	Requested	316,421	Recommendation	328,477

Notes: 1) Removed request for intern (-3,275); Added increase to bring department admin to full time status (+15,305)

240	Highway Dept.	Requested	1,344,982	Recommendation	1,148,093
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Notes: 1) Deducted requests for additional driver and secretarial support (-73,889);

2) Reduced "snow and ice overtime based on prior usage (-8,000);

3) Transferred road construction to capital expense (-115,000)

250	Planning & Zoning	Requested	221,658	Recommendation	221,658
260	Building Maintenance	Requested	666,413	Recommendation	666,413
270	Tree Warden	Requested	94,400	Recommendation	94,400
290	Emergency Mgmt	Requested	27,200	Recommendation	27,200
300	Fire Marshal	Requested	89,797	Recommendation	89,797
310	Bethel FD	Requested	199,875	Recommendation	185,875

Deductions: 1) Line 207-Painting (-5,000)

2) Line 301-Chief's stipend (-5,000)

3) Line 306-Hazardous waste disposal is ambulance expense (-4,000)

320	Stony Hill FD	Requested	150,110	Recommendation	150,110
330	Registrars	Requested	96,486	Recommendation	96,486
340	Town Boards	Requested	128,350	Recommendation	123,350

<i>Note: Reduced line 509 "Charter Revision" (-5,000)</i>			
350	Health Department	Requested 284,096	Recommendation 279,096
<i>Note: Removed request for second car (-5,000).</i>			
360	Police Department	Requested 3,984,515	Recommendation 3,881,115
<i>Notes: 1) Removed request for new patrol officer (-50,000)</i>			
<i>2) Approved request for additional school resource officer</i>			
<i>3) Reduced new car request from 5 to 3 (-53,400)</i>			
380	Parks & Recreation	Requested 936,873	Recommendation 929,582
<i>Note: Removed sod cutter, line 206 (-7,290)</i>			
390	Employee Benefits	Requested 5,897,230	Recommendation 5,764,352
<i>Note: Savings expected with new carrier (-79,739)</i>			
400	Non Gov Subsidies	Requested 26,752	Recommendation 17,883
<i>Note: Approved local agencies at prior year amounts; New Opportunities reduced their request.</i>			
405	Intra Gov. Agencies	Requested 401,742	Recommendation 381,742
<i>Notes: Approved Bethel VNA @ 20,000 (-20,000), level with prior year.</i>			
410	Utilities	Requested 2,492,510	Recommendation 2,492,510
420	Charges & Trans.	Requested 443,205	Recommendation 455,622
<i>Note: Includes wages contingencies for upcoming union negotiations, plus recommendation for Town Clerk salary.</i>			
430	Senior Center	Requested 151,715	Recommendation 142,515
<i>Notes: 1) Approved Line 317 (Activities) at prior year level (-5,500)</i>			
<i>2) Removed request for new computers (obtained in current FY)</i>			
435	Library	Requested 841,675	Recommended 818,408
<i>Notes: 1) Reduced salary line 105 by 20,000</i>			
<i>2) Funded all other lines at same level as PY</i>			
440	Debt Service	Requested 3,886,486	Recommended 3,886,486
450	BOE-General	Requested 40,946,273	Recommended 40,946,273
460	BOE-Maintenance	Requested 549,392	Recommended 530,150
<i>Note: Deducted duplicate budget entry for contracted snow plowing (now remains in Highway budget)</i>			

The Board of Selectmen recommended the following items be funded in the capital plan:

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
BOE - Maintenance	\$15,000	CCTV - Middle and Berry School
BOE - Maintenance	\$35,225	ADA - fields, dugouts, bleachers
BOE- Maintenance	\$93,000	Emergency generator - High School
BOE Maintenance	\$25,000	Emergency generator - Middle School
Building Maintenance	\$125,000	Municipal Ctr. Accessibility Improvements
Building Maintenance	\$25,000	Plumtrees Schoolhouse Improvements

Building Maintenance	\$50,000	towards GP Room 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

As there was no further business on tonight's agenda, Claudia Stephan made a motion, which was seconded by Patricia Smithwick, to adjourn the special meeting at 8:15 p.m. Vote, all in favor, motion unanimously approved.

Respectfully submitted,



Wendy Smith, Recording Secretary