



# BOARD OF FINANCE

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

## MINUTES OF SPECIAL MEETING

Thursday, February 24, 2011

7:00 p.m.

CJH Municipal Center – Meeting Room “A”

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TOWN OF BETHEL  
TOWN CLERK

**PRESENT:** William Slifkin, Chairman, J. Philip Gallagher, John Dietter, William Kingston, James Roden, Gary Regan and Timothy Draper. Also in attendance were the Board of Selectmen and Comptroller Robert Kozlowski.

William Slifkin, Chairman called the Special Meeting to order at 7:00 p.m.

### FY 2011-2012 Department Budget Presentations

<b>390 Employee Benefits</b>	<b>FY 2011-2012 Request</b>	<b>\$5,247,737</b>
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Comptroller Robert Kozlowski advised that the quotes for the hospitalization reflect a 5 ½ - 6% increase.

Pension Representatives Michael Forte of Smith Barney, Frank Mendillo and Sean Thomas from Wells Thomas were present at tonight’s meeting for questions about the pension plan and/or contributions.

The town pension plan is funded at about 55% with assets of approximately \$14,283,000 and the Police Pension Plan is funded at 77.59% with assets of \$5,400,000.

It was noted that many pension plans have switched over to defined contribution plans versus defined benefit plans. Defined benefit plans can be very costly over the lifetime of the recipient. The town is looking into a plan for new hires which would be a defined benefit rather than the traditional pension plan.

It was pointed out that several factors influence the cost of pension plans, including a difficult financial market (performance), a decade of contributions below the recommended amount and the plans themselves.

<b>220 Fleet Maintenance</b>	<b>FY 2011-2012 Request</b>	<b>\$352,273</b>
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Wayne Morris, Fleet Maintainer presented the FY 2011-2012 Fleet Maintenance budget request. He spoke to the need to replace the radios to meet upcoming FCC changes to radio bands/frequency change; his budget request reflects the first year of a two year program. He also is proposing replacing the oil system for the maintenance garage; this is also a two year phased project.

<b>230 Public Works</b>	<b>FY 2011-2012 Request</b>	<b>\$326,868</b>
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Town Engineer Andrew Morosky presented the FY 2011-2012 Public Works budget request. He noted that the request was close to the current year's budget.

Included again this year, is the request for the Progeos web-based software suite. The software is Geographic Information System (GIS) based to take advantage of the existing Town geodatabase. This program could be used by several different permitting departments, including Planning & Zoning, Building and Public Works to allow residents 24/7 access to parts of the permitting system. Additional revenue can be generated by the Town for the convenience of permitting on-line or downloading files, such as record drawings or other information associated with the public record. He noted that the University of Connecticut and several municipalities in Connecticut, including Newtown, use Progeos' secure, web-hosted features.

Discussion took place about the SchoolDude work order system; it was noted that while 4 building maintainers are primarily at the schools full time, their actual time logged on the work orders has typically not been reflective of their time spent in the school buildings. They are working on addressing the discrepancies, in part, by more carefully considering other factors that affect the time to complete individual work orders, such as travel time, research of parts and other Operations & Maintenance information, procurement of parts, etc.

<b>240 Highway Department</b>	<b>FY 2011-2012 Request</b>	<b>\$1,220,916</b>
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Town Engineer Andrew Morosky and Highway Superintendent Robert Dibble presented the FY 2011-2012 Highway Department budget. He noted the request for a part-time administrative assistance which would share services with Building Maintenance. He discussed the line painting using an epoxy which, while a bit more expensive, lasts much longer.

**260 Building Maintenance                      FY 2011-2012 Request                      \$1,009,525**

Town Engineer Andrew Morosky and Highway Superintendent Robert Dibble presented the FY 2011-2012 Building Maintenance budget request.

Mr. Morosky discussed the need to replace heating equipment for the gymnasium at the Municipal Center. The existing equipment is original to the building and appears to be at the end of its useful life. This past winter, there were several failures and some parts of the system are obsolete and difficult to repair. One hot water circulating pump in the basement of the Municipal Center is proposed for replacement. There are approximately 10 circulating pumps for the entire facility. One circulating pump was replaced in the current fiscal year because it failed. The pump proposed for this year is the second of two in the set. There are also several circuit panels that were not replaced when the building was renovated in 1996 that should be replaced with reliable circuit breaker panels. This equipment should be in good working order as the Municipal Center serves as an emergency shelter.

Discussion took place regarding the proposed 4,000 gallon oil tank for the Public Works Garage. As an alternative to the oil tank, Town Engineer Andrew Morosky is pursuing, with Yankee Gas / Northeast Utilities, the costs to convert the entire garage facility to gas heat. Gas is now, and is anticipated to continue to be, considerably less expensive than oil as a heating fuel.

Included in the request are several repairs to the South Street Firehouse; these were not part of the recent renovation which was done primarily to address ADA accessibility issues.

A 5 minute break was taken.

**270 Tree Warden                                      FY 2011-2012 Request                                      \$89,400**

Town Engineer Andrew Morosky presented the FY 2011-2012 Tree Warden budget request; he noted no changes to this account.

**290 Emergency Management                      FY 2011-2012 Request                      \$26,000**

Emergency Management Director Thomas Galliford presented the FY 2011-2012 Emergency Management Budget request. He noted that the Town usually receives



advised that the demographics of the volunteers are such that of their 45 members, 29 are considered "active" and 19 of them are over age 40.

Both departments are looking to replace turn out gear which has a recommended life of 7 years; it was noted that while each department has their own specifications and preferences, they do purchase from the same vendor to get a better price.

**360 Police Department**

**FY 2011-2012 Request**

**\$3,563,444**

Police Commission Chairman Nick Ellis and Police Chief Jeffrey Finch presented the FY 2011-2012 budget request. They noted most of the increases were contractual and tried to keep other costs at close to the same.

Discussion took place regarding the police vehicles and trade in; keeping the replacement of vehicles on an ongoing cycle is a goal. They noted we received a better trade in value from the current vendor due to a competitive quote (from a vendor at CCM Conference.). The current vendor matched the trade-in from the competitive quote.

As there was no further business on tonight's agenda, John Dieter made a motion, which was seconded by J. Philip Gallagher, to adjourn the Special Meeting at 10:00 p.m. Vote, all in favor, motion unanimously approved.

Respectfully submitted,



Wendy Smith, Recording Secretary