



BOARD OF FINANCE

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

MINUTES OF SPECIAL MEETING

Tuesday, March 25, 2014
7:00 p.m.

CJH Municipal Center – Meeting Room “A”

RECEIVED

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TOWN OF BETHEL
TOWN CLERK

PRESENT: William Kingston, Chairman, Bruce Cornwell, Patricia Smithwick, Eileen Freebairn, Claudia Stephan, Gary Regan and Timothy Draper.

William Kingston called the Special Meeting to order at 7:03 p.m.

Consideration of Fiscal Year 2014-2015 budget deliberations

100 Selectmen	Recommendation	\$234,001
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William Kingston made a motion, which was seconded by Bruce Cornwell, to increase Account 100 – Selectmen to \$234,001 which increases 100-101 – First Selectman Salary by \$ 4,782 (fund at \$84,500). Voting in favor of the motion: Bruce Cornwell, Patricia Smithwick, Eileen Freebairn, Claudia Stephan and William Kingston. Voting against the motion. Gary Regan and Timothy Draper. Motion passed.

110 Treasurer	Recommendation	\$7,300
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Claudia Stephan a motion, which was seconded by Patricia Smithwick, to fund Account 110 – Treasurer at \$7,300 as recommended by the Board of Selectmen. Vote, all in favor, motion unanimously approved.

120 Finance	Recommendation	\$390,761
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Claudia Stephan made a motion, which was seconded by Patricia Smithwick, to fund Account 120 – Finance Department at \$390,761 as recommended by the Board of Selectmen. Vote, all in favor, motion unanimously approved.

130 Town Clerk	Recommendation	\$219,978
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William Kingston made a motion, which was seconded by Claudia Stephan, to increase 130-101 Town Clerk Salary by \$4,358 (fund at \$62,000) to fund the account at \$219,978. Voting in favor of the motion: Bruce Cornwell, Patricia Smithwick, Eileen Freebairn, Claudia Stephan and William Kingston. Voting against the motion. Gary Regan and Timothy Draper. Motion passed.

140 Assessor Recommendation \$203,388

Claudia Stephan made a motion, which was seconded by William Kingston, to fund Account 140 – Assessor at \$203,388 as recommended by the Board of Selectmen. Vote, all in favor, motion unanimously approved.

150 Tax Collector Recommendation \$192,905

Claudia Stephan made a motion, which was seconded by Patricia Smithwick, to fund Account 140 – Tax Collector at \$192,905 as recommended by the Board of Selectmen. Vote, all in favor, motion unanimously approved.

160 Professional Services Recommendation \$187,680

Timothy Draper made a motion, which was seconded by William Kingston, to fund Account 160 – Professional Services at \$187,680 by reducing 160-352 – Legal Services by \$50,000 (fund at \$125,000). Vote, all in favor, motion unanimously approved.

170 Probate Office Recommendation \$4,611

Patricia Smithwick made a motion, which was seconded by Gary Regan, to fund Account 170 – Probate Office at \$4,611 as recommended by the Board of Selectmen. Vote, all in favor, motion unanimously approved.

180 Building Inspection Recommendation \$213,111

Claudia Stephan made a motion, which was seconded by Gary Regan, to fund Account 180 – Building Inspection at \$213,111 as recommended by the Board of Selectmen. Vote, all in favor, motion unanimously approved.

190 Data Processing Recommendation \$272,507

Claudia Stephan made a motion, which was seconded by William Kingston, to fund Account 190 – Data Processing at \$272,507 as recommended by the Board of Selectmen. Vote, all in favor, motion unanimously approved.

200 Social Services Recommendation \$35,000

Claudia Stephan made a motion, which was seconded by Bruce Cornwell, to fund Account 200 – Social Services at \$35,000 as recommended by the Board of Selectmen. Vote, all in favor, motion unanimously approved.

210 Town Insurance Recommendation \$1,135,914

Claudia Stephan made a motion, which was seconded by William Kingston, to fund Account 210 – Town Insurance at \$1,135,914 as recommended by the Board of Selectmen. Vote, all in favor, motion unanimously approved.

220 Fleet Maintenance Recommendation \$359,096

Eileen Freebairn made a motion, which was seconded by Patricia Smithwick, to fund Account 220 – Fleet Maintenance at \$359,096 as recommended by the Board of Selectmen. Vote, all in favor, motion unanimously approved.

230 Public Works Recommendation \$312,173

Claudia Stephan made a motion, which was seconded by William Kingston, to fund Account 230 – Public Works at \$312,173 as recommended by the Board of Selectmen. Vote, all in favor, motion unanimously approved.

240 Highway Department Recommendation \$1,372,093

Claudia Stephan made a motion, which was seconded by Patricia Smithwick, to fund Account 240 – Highway Department at \$ 1,272,093. Timothy Draper amended the motion, which was seconded by William Kingston, to increase 240 – 404 Road Construction by \$100,000. Vote, all in favor, motion unanimously approved.

250 Planning & Zoning Recommendation \$222,458

Claudia Stephan made a motion, which was seconded by William Kingston, to fund Account 250 – Planning & Zoning at \$222,458 as recommended by the Board of Selectmen. Vote, all in favor, motion unanimously approved.

260 Building Maintenance Recommendation \$682,113

Claudia Stephan made a motion, which was seconded by Patricia Smithwick, to fund Account 260 – Building Maintenance at \$682,113 as recommended by the Board of Selectmen. Vote, all in favor, motion unanimously approved.

270 Tree Warden	Recommendation	\$99,400
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William Kingston made a motion, which was seconded by Patricia Smithwick, to fund Account 270 – Tree Warden at \$99,400 as recommended by the Board of Selectmen. Voting in favor of the motion: Bruce Cornwell, Patricia Smithwick, Eileen Freebairn, Claudia Stephan, William Kingston and Gary Regan. Voting against the motion. Timothy Draper. Motion passed.

290 Emergency Management	Recommendation	\$27,250
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Patricia Smithwick made a motion, which was seconded by Bruce Cornwell, to fund Account 290 – Emergency Management at \$27,250 as recommended by the Board of Selectmen. Vote, all in favor, motion unanimously approved.

300 Fire Marshal	Recommendation	\$86,047
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Patricia Smithwick made a motion, which was seconded by William Kingston, to fund Account 300 – Fire Marshal at \$86,047 as recommended by the Board of Selectmen. Vote, all in favor, motion unanimously approved.

310 Bethel Fire Department	Recommendation	\$177,750
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Eileen Freebairn made a motion, which was seconded by Patricia Smithwick, to fund Account 310 – Bethel Fire Department at \$177,750 as recommended by the Board of Selectmen. Timothy Draper amended the motion, which was seconded by Gary Regan, to reduce 310-207 Firehouse Maintenance by \$5,500. Voting in favor of the motion: Timothy Draper, Gary Regan and William Kingston. Voting against the motion: Patricia Smithwick, Eileen Freebairn and Claudia Stephan. Recused: Bruce Cornwell – Motion fails. Voting in favor of the original motion: Patricia Smithwick, Eileen Freebairn, Claudia Stephan and William Kingston. Voting against the motion. Gary Regan and Timothy Draper. Recused: Bruce Cornwell. Motion passed.

320 Stony Hill Fire Department	Recommendation	\$134,750
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Claudia Stephan made a motion, which was seconded by William Kingston, to fund Account 310 – Stony Hill Fire Department at \$134,750 as recommended by the Board of Selectmen. Vote, all in favor, motion unanimously approved.

330 Registrar of Voters	Recommendation	\$102,336
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William Kingston made a motion, which was seconded by Bruce Cornwell, to fund Account 330 – Registrar of Voters at \$102,336 as recommended by the Board of Selectmen. Vote, all in favor, motion unanimously approved.

340 Town Boards & Commissions Recommendation \$113,350

Claudia Stephan made a motion, which was seconded by Bruce Cornwell, to fund Account 340 – Town Boards & Commissions at \$113,350 as recommended by the Board of Selectmen. Vote, all in favor, motion unanimously approved.

350 Health Department Recommendation \$284,436

Patricia Smithwick made a motion, which was seconded by William Kingston, to fund Account 350 – Health Department at \$284,436 as recommended by the Board of Selectmen. Vote, all in favor, motion unanimously approved.

360 Police Department Recommendation \$3,974,487

Bruce Cornwell made a motion, which was seconded by William Kingston, to fund Account 360 – Police Department at \$3,974,487 as recommended by the Board of Selectmen. Vote, all in favor, motion unanimously approved.

380 Parks & Recreation Recommendation \$940,974

Claudia Stephan made a motion, which was seconded by Patricia Smithwick, to fund Account 280 – Parks & Recreation at \$937,774 as recommended by the Board of Selectmen. Timothy Draper made a motion, which was seconded by William Kingston, to reduce 280-315 by \$6,800 (tree work). Voting in favor of the motion: Bruce Cornwell and Timothy Draper. Voting against the motion. Patricia Smithwick, Claudia Stephan, William Kingston. Recused: Eileen Freebairn and Gary Regan. Patricia Smithwick amended the motion, which was seconded by Claudia Stephan, to increase 280-315 by \$3,200 to fund at \$23,200. Voting in favor of the motion: Patricia Smithwick, Claudia Stephan and William Kingston. Voting against the motion. Bruce Cornwell and Timothy Draper. Recused: Gary Regan and Eileen Freebairn. Motion passed.

390 Employee Benefits Recommendation \$6,304,163

Claudia Stephan made a motion, which was seconded by William Kingston, to reduce account 390-113 Hospitalization by \$97,945 and fund Account 390 – Employee Benefits at \$6,304,163. Vote, all in favor, motion unanimously approved.

400 Non-Government Agencies Recommendation \$19,616

Claudia Stephan made a motion, which was seconded by Eileen Freebairn, to fund Account 400 – Non-Government Agencies at \$19,616. This funds the following accounts as recommended by the Board of Selectmen:

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|---------------------------------------|------------------------------------|
| 333 WECHAR - \$500 | 334 Mental Health Center - \$2,046 |
| 335 Women's Center - \$3,000 | 336 Ability Beyond - \$4,000 |
| 360 Hospice - \$2,500 | 362 Veterans Holding - \$2,500 |
| 366 Bethel Combat Veterans - \$2,500 | 372 New Opportunities - \$1,070 |
| 375 Family & Children's Aid - \$1,500 | |

Voting in favor of the motion: Bruce Cornwell, Patricia Smithwick, Eileen Freebairn, Claudia Stephan and William Kingston. Voting against the motion. Gary Regan and Timothy Draper. Motion approved.

405 Intra Govt. Agency Recommendation \$434,968

Eileen Freebairn made a motion, which was seconded by Claudia Stephan, to fund Account 405 – Intra Government Agencies at \$434,968 as recommended by the Board of Selectmen. Recused: Patricia Smithwick. Vote, all in favor, motion unanimously approved.

410 Utilities, Charges & Services Recommendation \$2,441,295

William Kingston made a motion, which was seconded by Gary Regan, to fund Account 410 – Utilities, Charges & Services at \$2,441,295 as recommended by the Board of Selectmen. Vote, all in favor, motion unanimously approved.

420 Misc. Charges & Transfers Recommendation \$615,596

William Kingston made a motion, which was seconded by Bruce Cornwell, to reduce 420-353 Wage Adjustments by \$10,000. Voting in favor of the motion: Bruce Cornwell, William Kingston, Gary Regan and Timothy Draper. Voting against the motion. Patricia Smithwick, Eileen Freebairn and Claudia Stephan. Motion passed.

430 Senior Center Recommendation \$146,725

Bruce Cornwell made a motion, which was seconded by Claudia Stephan, to fund Account 430 – Senior Center at \$146,725 as recommended by the Board of Selectmen. Vote, all in favor, motion unanimously approved.

435 Library Recommendation \$835,000

Claudia Stephan made a motion, which was seconded by Patricia Smithwick, to fund Account 435 – Library at \$841,000. William Kingston amended the motion, which was seconded by Timothy Draper, to reduce 435-Library by \$6,000 to fund at \$835,000. Voting in favor of the motion: Bruce Cornwell, William Kingston, Gary Regan and Timothy Draper. Voting against the motion: Patricia Smithwick, Eileen Freebairn and Claudia Stephan. Motion passed.

440 Debt Service Recommendation \$3,846,768

William Kingston made a motion, which was seconded by Gary Regan, to fund Account 440 – Debt Service at \$3,846,768 as recommended by the Board of Selectmen. Vote, all in favor, motion unanimously approved.

450 Board of Education Recommendation \$42,129,368

William Kingston made a motion, which was seconded by Claudia Stephan, to fund Account 450 – Board of Education at \$42,129,368 as recommended by the Board of Selectmen. Vote, all in favor, motion unanimously approved.

460 Board of Education Maintenance Recommended \$540,000

William Kingston made a motion, which was seconded by Gary Regan, to fund Account 460 – Board of Education Maintenance at \$540,000. Vote, all in favor, motion unanimously approved. It was planned to reduce the Capital Plan items by \$40,000 for the Middle School Ceiling Tiles and Middle School Repair and Repaint Auditorium Ceiling Tiles and include them in the operating budget, rather than bonding these items.

William Kingston made a motion, which was seconded by Gary Regan, to recommend a Fiscal Year 2014-2015 proposed budget of \$69,299,368. Voting in favor of the motion: Bruce Cornwell, Patricia Smithwick, Eileen Freebairn, Claudia Stephan, William Kingston and Gary Regan. Voting against the motion: Timothy Draper. Motion passed.

DISCUSSION OF CAPITAL ITEMS

ASSESSOR - 2017 REVALUATION (Estimated cost \$250,000) \$50,000

William Kingston made a motion, which was seconded by Gary Regan, to recommend funding in the proposed capital items. Vote, all in favor, motion unanimously approved.

P&Z - UPDATE/REFORMAT SUBDIVISION & WETLAND REGS \$15,000

Timothy Draper made a motion, which was seconded by William Kingston, to recommend funding in the proposed capital item. Vote, all in favor, motion unanimously approved.

FLEET MAINTENACE - MAINTENANCE TRUCK-CAB AND CHASSIS \$45,000

Eileen Freebairn made a motion, which was seconded by Claudia Stephan, to recommend funding in the proposed capital items. Vote, all in favor, motion unanimously approved.

HIGHWAY - ROAD CONSTRUCTION \$1,500,000

William Kingston made a motion, which was seconded by Timothy Draper, to recommend funding in the proposed capital items. Vote, all in favor, motion unanimously approved.

HIGHWAY - BACKHOE/LOADER \$93,000

Patricia Smithwick made a motion, which was seconded by Claudia Stephan, to recommend funding in the proposed capital item request. Voting in favor of the motion: Patricia Smithwick, Eileen Freebairn, Claudia Stephan, William Kingston and Gary Regan. Voting against the motion. Bruce Cornwell and Timothy Draper. Motion passed.

HIGHWAY - FUNNEL PLOWS (2) \$15,000

Claudia Stephan made a motion, which was seconded by Patricia Smithwick, to recommend funding in the proposed capital item request. Voting in favor of the motion: Bruce Cornwell, Patricia Smithwick, Eileen Freebairn, Claudia Stephan and William Kingston. Voting against the motion. Bruce Cornwell and Timothy Draper. Motion passed.

BOE - ROUTES TO ATHLETIC FIELDS, DUGOUTS & BLEACHERS \$35,225

Gary Regan made a motion, which was seconded by Timothy Draper, to recommend funding in the proposed capital item request. Vote, all in favor, motion unanimously approved.

BOE - BERRY EXPAND UPPER PARK LOT & CONNECTING SIDEWALK \$30,000

Eileen Freebairn made a motion, which was seconded by Patricia Smithwick, to recommend funding in the proposed capital item request. Voting in favor of the motion: Patricia Smithwick, Eileen Freebairn, Claudia Stephan, William Kingston and Gary Regan. Voting against the motion. Bruce Cornwell and Timothy Draper. Motion passed.

BUILDING MAINTENANCE – MUNICIPAL CENTER GYM STUDY \$50,000

Patricia Smithwick made a motion, which was seconded by Eileen Freebairn, to recommend funding in the proposed capital item request. Vote, all in favor, motion unanimously approved.

BUILDING MAINTENANCE – REPLACE TRUCK 55-BL \$27,145

Claudia Stephan made a motion, which was seconded by Patricia Smithwick, to recommend funding in the proposed capital item request. Vote, all in favor, motion unanimously approved.

BFD - REPLACE ENGINE 5 \$650,000

Patricia Smithwick made a motion, which was seconded by Claudia Stephan, to recommend funding in the proposed capital item request. Vote, all in favor, motion unanimously approved. Bruce Cornwell abstained.

LIBRARY - RENOVATE/RESTORE SEELYE HOUSE SHUTTERS \$4,800

Claudia Stephan made a motion, which was seconded by Eileen Freebairn, to recommend funding in the proposed capital item request. Voting in favor of the motion: Bruce Cornwell, Patricia Smithwick, Eileen Freebairn, Claudia Stephan, William Kingston and Gary Regan. Voting against the motion. Timothy Draper. Motion passed.

LIBRARY - PAINTING EXTERIOR OF SEELYE HOUSE \$19,000

William Kingston made a motion, which was seconded by Claudia Stephan, to recommend funding in the proposed capital item request. Vote, all in favor, motion unanimously approved.

PARKS & RECREATION - MECKAUER PARK GARAGES \$21,000

William Kingston made a motion, which was seconded by Patricia Smithwick, to recommend funding in the proposed capital item request. Voting in favor of the motion: Patricia Smithwick, Claudia Stephan and William Kingston. Voting

against the motion. Bruce Cornwell and Timothy Draper. Recused: Gary Regan and Eileen Freebairn. Motion passed.

PARKS & RECREATION - REPLACE FORD 2002 (CHEVY SILVERADO) \$40,000

William Kingston made a motion, which was seconded by Patricia Smithwick, to recommend funding in the proposed capital item request. Voting in favor of the motion: Bruce Cornwell, Patricia Smithwick, Claudia Stephan and William Kingston. Voting against the motion. Timothy Draper. Recused: Gary Regan and Eileen Freebairn. Motion passed.

PARKS & RECREATION - TRACTOR \$35,000

Claudia Stephan made a motion, which was seconded by Patricia Smithwick, to recommend funding in the proposed capital item request. Voting in favor of the motion: Bruce Cornwell, Patricia Smithwick, Claudia Stephan and William Kingston. Voting against the motion. Timothy Draper. Recused: Gary Regan and Eileen Freebairn. Motion passed.

The following items will be considered at an upcoming meeting for funding from the capital non-recurring account:

SH FIRE DEPT. – WATER MAIN TIE IN FOR SH FIREHOUSE	\$30,000
SH FIRE DEPT. – REPLACE GARAGE DOOR (HARDWARE)	\$25,000
LIBRARY – EPOXY FLOORS IN HVAC ROOMS	\$30,000

Consideration of establishing date for Public Hearing – Fiscal Year 2014-2015 Budget

William Kingston made a motion, which was seconded by Claudia Stephan, to establish a Public Hearing date of Tuesday, April 8, 2014 at 7:30 p.m. at the Bethel High School. Vote, all in favor, motion unanimously approved.

As there was no further business on tonight's agenda, Bruce Cornwell made a motion, which was seconded by Claudia Stephan, to adjourn the meeting at 9:50 p.m. Vote, all in favor, motion unanimously approved.

Respectfully submitted,

Wendy Smith, Recording Secretary