

Board of Selectmen  
Town Office Annex  
February 27, 2013  
Special Meeting Minutes

Selectmen Present: Mark Walter; John Blaschik, Emmett Lyman  
Also Present: C. Varricchio and L. Zemienieski

1. First Selectman Walter called the meeting to order at 1:01 pm and the attendees said the Pledge of Allegiance.
2. Preliminary Budget Discussion: Ms. Varricchio noted that the completed budget books would be delayed but that she would discuss the health insurance and explain the shared services concept. She noted that the town went out to bid for a health benefits consultant and the consultant is in the process of negotiating with Aetna, Connecticare & Anthem. Currently there is a reduction from the quoted 26% increase to a 17% increase. The consultant is still negotiating for an even lower percentage. Ms. Varricchio noted that the budgets she gives the board for the next meeting will show the current reduction.

Ms. Varricchio explained the shared services section of the budget. She noted that the shared services portion of the budget will include any of the shared employees/services of the Town and Board of Education such as technology, building maintenance and finance. She explained that she did not see where technology replacement was budgeted for in previous budgets and explained how she would be setting up a technology fund which would make annual deposits in the multi-year fund that would not go back to the general fund at the end of the year just as is currently done with the building maintenance fund.

The board discussed Mark Fortier's budget plan from a few years back. Ms. Varricchio showed the Board of Selectmen the Board of Education technology replacement plan. She added that there is not a lot of funding for textbooks anymore. The students would be using more electronic means of learning such as ipads. She noted that the Board of Education technology staff will begin to handle the town's technology needs as well. Mr. Lyman asked about the cost of licensing for ipad applications. Ms. Varricchio responded that we would need to purchase them but that this technology was the wave of the future. The board asked where the funding would come from to seed this fund. Ms. Varricchio replied that the Board of Education had some capital projects that did not cost what was expected and the Board of Finance has not yet turned those funds back to the general fund and they are currently in the reserve fund for the Board of Education. The thought was to use that money to seed this fund and then flat fund it in the future. The Board of Education has already asked the Board of Finance to consider this and they have agreed.

Ms. Varricchio noted that a maintenance fund will also be created for the Board of Education just like the one the town currently manages. Mr. Blaschik asked if Mr. Walter and Ms. Varricchio looked into clerical combinations. They both noted that they had but the town and BOE had eight unions that would need to be negotiated with.

Ms. Varricchio discussed the capital project fund which would include debt, grants, reserves and general fund support. She distributed worksheets that explained how the fund would work.

Mr. Walter asked for clarification on how the building maintenance fund would be used. Ms. Varricchio explained that maintenance items that were known would be budgeted through each buildings maintenance line and extra items or unanticipated items would come out of the maintenance fund.

Ms. Varricchio explained that the fuel oil bids were due in today and she would adjust the heating oil amounts in each building budget to reflect the bid amount.

The board discussed the fact that the grand list was down 15% and even if there were no increases in the budget the mill rate would go up 3.5 mills.

3. Budget Calendar: The board decided on the following budget meeting schedule noting that it would be subject to change.

March 4 – 10:00am to 1:00pm

March 5 – 4:30pm to 7:00pm

March 6 – 10:00am to 1:00pm

March 6 – 7:00pm during regular meeting

March 8 – 10:00am to 12:00 if needed

March 12 – 9:30am

The board discussed the departments that they would like to have come in to review their budgets. Ms. Zemienieski was asked to set appointments for the Libraries, Fire Department, Police Department, Tax Collector, Park & Recreation, Economic Development Commission, Public Works, Youth & Family Services, Central Services and Building Maintenance during the scheduled budget meetings.

4. Adjournment: There being no further business to discuss, a motion was made by Mr. Blaschik, seconded by Mr. Lyman, to adjourn the meeting at 2:16 p.m.

Tape: None

Respectfully submitted,

Emmett Lyman, Secretary