

Board of Selectmen
Municipal Office Complex
Moved from Meeting Room #1 to Room #3
February 27, 2018
Special Meeting Minutes

Selectmen Present: E. Lyman; S. Link; R. Smith
Also Present: R. Turner; C. Varricchio; L. Zemienieski

1. First Selectman Lyman called the Board of Selectmen's meeting to order at 5:08 p.m.
2. General Budget Review Workshop

Ms. Varricchio reviewed the materials she had distributed earlier noting that they reflect all previous changes requested by the Selectmen. She stated that the Selectmen's review process resulted in a \$352,591.00 adjustment to the proposed budget. Ms. Varricchio gave a line-by-line review of budget revisions and responded to several questions. She advised that, after adjusting for anticipated state reductions in funding, the current combined 2018-2019 Town and Board of Education budgets result in a .39 mill rate increase. This mill rate was increased to .57 when the Board of Education approved their budget that evening and was then reduced to .52 as a result of further cuts made by the Selectmen during their meeting.

In response to a question raised by Ms. Link, Ms. Varricchio stated that the tri-Board meeting went very smoothly but the Board of Finance did not provide any guidance regarding where they would like the Town's budget to be.

The Selectmen discussed possible new revenue that could be generated by the Transfer Station. Ms. Link expressed her concern that the Transfer Station Committee could propose some revenue-raising and cost-savings suggestions that would not be included in the budget.

- A. General Government Budgets: This agenda item was not discussed at the meeting.
- B. Public Safety Budgets: Ms. Varricchio provided age and mileage information on the police cruisers. She also provided a multi-year schedule of historic information on the work hours for the part-time and full-time firefighters. The Selectmen discussed the firefighters work hours, vacation, holiday and sick time. There was a general discussion regarding the relationship between the part-time staff and management.
- C. Public Works Budgets: Ms. Varricchio advised that the truck Public Works would like to replace is a 2003 model and the proposed backhoe replacement is not larger but equivalent in size to the current model. In response to a question from Mr. Smith, Ms. Varricchio confirmed that the old backhoe will be re-purposed to the Transfer Station.
- D. Health & Social Services Budgets: This agenda item was not discussed at the meeting.
- E. Recreation & Leisure Budgets: Ms. Varricchio stated that she and interim Recreation Commissioner Parker had done a line-by-line review of this budget. Mr. Parker had noted that, historically, lifeguard salaries ran about \$9k and the same amount had been shifted, in the current

budget, to a salary for a beach maintenance person. Consequently, they had agreed not to make any changes to the salary line.

In response to a question raised by Ms. Link, Ms. Varricchio advised that the new Recreation Commissioner's salary is slightly lower than the state-wide average for towns of East Haddam's size.

- F. Debt Service: Ms. Varricchio reported that, earlier in the day, she had talked with Fidelity Bank regarding the Town's planned debt roll-over. She stated that Fidelity commented on how well the Town stands in comparison to its peer towns and they confirmed that they would be bidding on the Town's debt roll-over.
 - G. Interfund Transfers: This agenda item was not discussed at the meeting.
 - H. Shared Services: Ms. Varricchio responded to several questions regarding the Shared Services budget. There was an in-depth discussion regarding technology expenses. The Selectmen discussed options for reducing this budget with Ms. Varricchio, including transferring some excess funds to Capital. Ms. Link requested additional details for the Shared Services budget.
 - I. Capital Improvement Detail: This agenda item was discussed within the context of specific department budget discussions held during the meeting.
 - J. General Fund Revenue Detail: This agenda item was discussed within the context of specific department budget discussions held during the meeting.
 - K. Other Budget Items: The Selectmen discussed their changes to the Economic Development Commission's budget and Ms. Varricchio responded to several questions. There was a general discussion concerning whether or not to increase the Purchased Services budget line but the Selectmen agreed that if there is a special situation that requires additional funding, EDC could apply for Contingency funds.
3. Public Comment: There was no public comment discussed at the meeting.
4. Potential Budget Resolution: The board made the following resolution sending the budget to the Board of Finance for their review:
- Motion made by Mr. Lyman, seconded by Mr. Smith, to recommend to the Board of Finance, for fiscal year 2018-2019, a budget of \$11,508,376.00, which represents General Government, Shared Services, Capital and Reserves. Unanimous aye.
- Ms. Varricchio noted that the Board of Finance has scheduled a Budget Forum for March 10th and a Budget Workshop on March 17th.
5. Adjournment: There being no additional business to discuss, a motion was made by Ms. Link, seconded by Mr. Lyman, to adjourn the meeting at 7:55 p.m. Unanimous aye

Recorded

Respectfully submitted,
Susan Link, Secretary