



John L. Salomone
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

MAYOR STEPHEN WOODS

MINUTES

NEWINGTON TOWN COUNCIL
Conf. Room L-101 (Lower Level) – Town Hall
131 Cedar Street
7:00 P.M.
February 10, 2015

Mayor Woods called the meeting to order at 7:00 p.m.

The Rabbi Debra Cantor led a prayer and moment of silence in memory of Councilor Myra Cohen.

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

Councilor Borjeson
Councilor Castelle
Councilor Dinunzio
Councilor Klett
Councilor Marocchini
Councilor McDonald
Councilor Nagel
Mayor Woods

Staff Attendees:

John Salomone, Town Manager
Ann Harter, Director of Finance
Tom Molloy, Highway Superintendent
Rob Hillman, Asst. Highway Superintendent
Jaime Trevethan, Asst. to the Town Manager – Administration

III. PUBLIC PARTICIPATION – IN GENERAL

Rose Lyons, 46 Elton Drive – Ms. Lyons offered her condolences to the Cohen family and stated that Councilor Cohen will be missed. She asked the Mayor and or/Town Manager for input on the status of the cul-de-sac on Elton Drive. She indicated that a study had been done and inquired about the next steps. She indicated that large trucks cannot safely turn around at the end of the street and asked the Council to consider funding in the CIP to fix the issue. Ms. Lyons asked that contact info for the State Legislators be placed on the Town website and asked the Legislators to keep an eye on the Mill & Piper Brook issues. Ms. Lyons also requested an update on the DECD financial assistance proposal for the former National Welding Building now that the building has been demolished.

Roy Zartarian, 25 Stuart Street – Mr. Zartarian stated that the Rabbi's comments were a wonderful way to start the meeting. Mr. Zartarian spoke about the proposed Amara project. He that the Conservation Commission

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members take their responsibilities very seriously and that they understand their jurisdiction. He expressed concern that the Commission's objectivity is being challenged by staff members who are promoting the project and an elected official who criticizes the press. He indicated that he heard a rumor that the Council will not pay for litigation fees for the item, if needed. He cautioned the Council to allow the Conservation Commission to do its job without interference.

John Slusarski, 40 Grandview Drive – Mr. Slusarski expressed his appreciation for Councilor Cohen, her intelligence and her representation of seniors in the town. He thanked the Council for the chance to attend the recent Council goal setting session and stated that it was encouraging. He reiterated that it will be a difficult budget session and stated that he is looking for the Council to make some tough decisions. He stated that the Superintendent's proposed 5% school budget increase is too high and noted that the State may reduce education grant funding. He remarked that education costs are too high and expressed concerns about the pension funding. Mr. Slusarski wished Councilor Dinunzio luck in his future endeavors.

Cathleen Hall, 37 Pepperbush Lane – Mrs. Hall stated that Councilor Cohen has done so much for the Town and she thanked the Council for never asking her to resign. She noted Councilor Cohen's tenacity and stated that she still read every meeting document from her hospital room and that she never complained. Mrs. Hall asked the Council to think of Councilor Cohen during the budget deliberations, as Councilor Cohen always got it right.

At the conclusion of Public Participation, Mayor Woods asked to change the order of the agenda to allow the State Representatives to speak prior to Old Business.

A. Visit with Legislative Delegation

Mayor Woods introduced State Senator Paul Doyle and State Representatives Gary Byron and Tony Guerrero. He indicated that Rep. Lopes had a schedule conflict and was unable to attend.

Senator Doyle indicated that the State is starting its budget process and although he has heard rumors of cuts to towns he hopes the rumors aren't true. He stated that it will be a difficult budget process. Rep. Guerrero expressed his condolences to the Cohen family. He concurred that it will be a difficult budget year with a billion dollar State budget deficit. He stated that the Town's Legislators will work hard to get Newington its fair share of State funds. Rep. Byron expressed his condolences to the Cohen family. He cautioned the Council to be prepared for cuts and indicated that they will know more after the Governor's budget presentation on February 18.

Mayor Woods inquired about the status of the car tax issue. Senator Doyle indicated that the topic is being discussed by legislative leadership for the possibility of initiating a statewide mill rate on vehicles. He stated that the bill was blocked last year but appears to be gaining momentum this year. He remarked that he's skeptical that it will work. Mayor Woods agreed with the skepticism and expressed concern that the Towns' share of the funds received by a state-wide tax will be cut in coming years.

Councilor Castelle remarked that a progressive income tax may be more fair than the current tax system and inquired whether the State has considered tax reform rather than tax cuts. Senator Doyle replied that such change will require a constitutional amendment and stated that Governor Malloy has indicated that he will institute a spending cap and will not raise taxes. Rep. Guerrero stated that while the Governor has indicated that there will be no increase in taxes, legislators may not agree if faced with funding cuts to their communities.

Councilor Nagel stated that it would be best if the legislators could visit with the Council once the State budget is set but he understands that the Town sets its budget prior to the State. He expressed concern over unfunded State mandates. He also asked if any of the Legislators serve on committees that could provide funds to the Town. Rep. Guerrero indicated that he serves on the Veterans, Transportation and Banking Committees. Senator Doyle indicated that he is the new Chair of the Energy Committee, which may be able to assist the Town with green projects, such as the Newington's new senior center/community center. Rep. Byron indicated that he serves on the Human Services, Housing and Environmental Committees and stated that the Environmental Committee is working on several projects such as eliminating disposable plastic shopping bags and eliminating the five-cent bottle deposit program. He stated that recycling programs would continue. Councilor Nagel corrected Senator Doyle's comment and stated that the Town's project involves renovations/construction of Town Hall/Community Center rather than the Senior Center. Senator Doyle indicated that green components should be considered with any capital project.

Councilor Klett thanked Senator Doyle for his work with the newly formed State Hoarding Task Force. Senator Doyle remarked that the Hoarding Task Force was initiated by Town of Newington staff members. Councilor Klett stated that hoarding is a mental illness and is a concern for all ages. She urged the Legislators to consider this in their budget. She also inquired about the possible closing of a DMV branch. Rep. Guerrero replied that the DMV is looking to offer more services online, therefore closing some lines within some branches, however, nothing formal has been introduced. Councilor Klett inquired as to who is responsible for communicating with the Federal government representatives for federal funding. Senator Doyle stated that they communicate with the Federal reps and stated that the Council may do so as well. Councilor Klett inquired about the possibility of a highway toll system. Rep. Guerrero stated that it is in discussions and is a possibility for consideration this year.

Councilor Borjeson stated that he is glad to see that the railway has been funded. He also welcomed Rep. Byron and stated that he hopes Rep. Byron will move forward with the team. He also remarked that the former National Welding building has been demolished after a partisan vote for funding of that project. He stated that positive things will follow. Rep. Byron replied that he is looking to move forward in a bipartisan fashion and to put Newington first. Rep. Guerrero remarked that they are elected to help those that can't help themselves.

Councilor McDonald inquired about State and/or Federal-level services available to seniors, particularly regarding in-home care. Senator Doyle stated that the legislature is doing as much as possible for families, but it is a complicated budget issue. He stated that in-home care saves money in the long-run over nursing home care, but indicated that this is a topic of debate and a budget dilemma. Councilor McDonald inquired about unfunded education mandates and cuts to per-pupil spending. Senator Doyle replied that the Education Task Force may recommend reducing some of the educational mandates to the towns. Councilor McDonald inquired about regional funding to provide relief to towns. Senator Doyle replied that it is a priority. Rep. Guerrero replied that there is good and bad with regional funding, as there are concerns about fair distribution of funds.

Councilor Castelle inquired whether the Legislators received the Superintendent of Schools memo regarding the Board of Education budget. The Legislators indicated that they did receive the memo. Councilor Castelle inquired about whether any of the proposal's indicated in the memo could become a reality. Senator Doyle replied that they would consider all proposals but cautioned about the difficult budget year.

Town Manager Salomone expressed concern about expensive, yet unfunded mandates, specifically the Clean Water Act and legislation that add a class of workers' compensation liability to first responders who may incur a psychological injury while responding to a tragic situation. He stated that while such legislation is important, it is also very costly to towns. Senator Doyle agreed with the Town Manager's concerns. Rep. Guerrero stated that these items are due to go to public hearing in the coming weeks and urged people to come out and testify.

IV. CONSIDERATION OF OLD BUSINESS

A. Trash/Recycling Contract Renewals

Town Manager Salomone and Highway Superintendent Tom Molloy discussed the trash and recycling contract renewals. Town Manager Salomone indicated that the curbside trash and recycling collection contract has been renegotiated at the Council's request, resulting in more favorable pricing for the three year contract extension. He stated that the extension is effective July 1, 2015. He stated that the total savings in the trash contract will be about \$21,000 over three years, rather than the proposed 2% increase per year. He indicated that the condo dumpster trash collection contract extension will increase by 2% per year for the three year period as indicated in the original contract.

Councilor Marocchini moved the following:

RESOLVED:

That the Newington Town Council authorizes the Town Manager to enter into an agreement with Trash Away, Inc. for a three-year extension to the trash and recycling collection contract between the Town of Newington and Trash Away, Inc; such contract extension will be effective July 1, 2015 through June 30, 2018; and

BE IT FURTHER RESOLVED:

That the Newington Town Council authorizes the Town Manager to enter into an agreement with HQ Dumpsters for a three-year extension to the trash and recycling collection contract between the Town of Newington and HQ Dumpsters; such contract extension will be effective July 1, 2015 through June 30, 2018.

Motion seconded by Councilor McDonald. Motion passed 8-0.

B. Mid-Year Transfers

Director of Finance Ann Harter reviewed the mid-year transfers with the Council. (Presentation attached.)

Councilor Castelle moved the following:

CERTIFICATION:

In accordance with Section 808 of the Town Charter, I hereby certify that there exists, free from encumbrances, in the following appropriations in the General Fund, the amounts listed below:

| <u>Account Number</u> | <u>Title</u> | <u>Amount</u> |
|-----------------------|--------------------------|------------------|
| 190 | General Services | \$65,360 |
| 350 | Sanitation | \$30,550 |
| 962 | Town Council Contingency | <u>\$120,800</u> |
| | Total | <u>\$216,710</u> |

Ann J. Harter, Director of Finance

RESOLVED:

That the Newington Town Council hereby transfers the above-certified funds in the General Fund to the following accounts in the General Fund:

| <u>Account Number</u> | <u>Title</u> | <u>Amount</u> |
|-----------------------|-----------------------------------|------------------|
| 120 | Town Manager | \$10,750 |
| 130 | Courts | \$2,465 |
| 140 | Elections | \$10,550 |
| 150 | Finance | \$18,675 |
| 160 | Town Attorney | \$20,000 |
| 170 | Town Clerk | \$4,000 |
| 230 | Fire Department | \$67,550 |
| 280 | Hydrants | \$10,000 |
| 310 | Engineering | \$3,350 |
| 320 | Highway Department | \$5,625 |
| 420 | Town Planning | \$4,120 |
| 450 | Building Department | \$4,825 |
| 470 | Economic Development | \$8,200 |
| 510 | Health Services | \$6,800 |
| 610 | Human Services | \$10,250 |
| 640 | Senior & Disabled Center | \$9,500 |
| 710 | Library Operations | \$13,100 |
| 810 | Parks & Recreation Administration | <u>\$6,950</u> |
| | Total | <u>\$216,710</u> |

Motion seconded by Councilor Borjeson. Motion passed 8-0.

Councilor Castelle moved the following:

CERTIFICATION:

In accordance with Section 808 of the Town Charter, I hereby certify that there exists, free from encumbrances, in the following appropriations in the Capital and Non-Recurring Expenditure Fund, the amounts listed below:

| <u>Account Number</u> | <u>Title</u> | <u>Amount</u> |
|-----------------------|-------------------------------------|---------------|
| 88521 | Emergency Generator Account | \$87,000 |
| 88424 | Fire Company #1 Resurface Bay Floor | \$42,649 |

Ann J. Harter, Director of Finance

RESOLVED:

That the Newington Town Council hereby transfers the above-certified funds in Capital and Non-Recurring Expenditure Fund to the following accounts in Capital and Non-Recurring Expenditure Fund:

| <u>Account Number</u> | <u>Title</u> | <u>Amount</u> |
|-----------------------|-------------------------------|---------------|
| 88111 | General Property Improvements | \$87,000 |

BE IT FURTHER RESOLVED:

That the Newington Town Council hereby transfers the above-certified funds in Capital and Non-Recurring Expenditure Fund to the following account in Public Building Fund:

| <u>Account Number</u> | <u>Title</u> | <u>Amount</u> |
|-----------------------|---|---------------|
| 88501 | Fire Company #1 Shingled Roof Replacement | \$42,649 |

Motion seconded by Councilor Borjeson. Motion passed 8-0.

- C. Town Council Special Meeting Schedule – Budget Session
 1. Set Public Hearing Dates
 2. Cancel April 14, 2015 Regular Meeting

The Councilors reviewed the FY 2015-16 budget meeting schedule. Mayor Woods indicated that the regular Council meeting of April 14 falls during school vacation, due to a change in the schools' typical vacation schedule. He stated that the Council typically doesn't consider the budget during school vacation. The Council agreed to reschedule the April 14 meeting to April 21.

Councilor McDonald moved the following:

RESOLVED:

That the Newington Town Council, pursuant to Section 805 of the Newington Town Charter, will hold two Public Hearings on the proposed budget for fiscal year 2015-2016. These Public Hearings will be held at 7:00 p.m. in the Town Hall (unless otherwise indicated) as follows:

| | |
|-------------------------|--------------------------------|
| Tuesday, March 10, 2015 | Town Manager's Proposed Budget |
| Thursday, April 2, 2015 | Town Council's Proposed Budget |

Motion seconded by Councilor Marocchini. Motion passed 8-0.

Councilor McDonald moved the following:

RESOLVED:

That the Newington Town Council hereby alters its meeting schedule by canceling its regular meeting scheduled for April 14, 2015.

Motion seconded by Councilor Marocchini. Motion passed 8-0.

D. Town Council Goals – Set Meeting Date

The Council discussed setting a date to hold the continuation of the January 31 Goal Setting Session. The Council agreed by consensus to meet on Thursday, February 26, 2015 at 7:30 p.m. in conference room L-101. Town Manager Salomone indicated that the meeting would be open to the public and facilitated by Decision Point, LLC.

V. CONSIDERATION OF NEW BUSINESS

- A. Visit with Legislative Delegation (discussion listed above)
- B. Town Manager Evaluation

Councilor Borjeson indicated that the Town Manager Evaluation Subcommittee had met and that the Town Manager’s evaluation for the FY 2013-14 is complete. He indicated that the Council will discuss the item further in Executive Session and there will be an item on the next Council agenda for further discussion and consideration.

VI. RESIGNATIONS/APPOINTMENTS (Action May Be Taken)

Councilor Nagel moved the following:

RESOLVED:

That the Newington Town Council hereby accepts the resignation of Daniel Dinunzio as a member of the Newington Town Council, in accordance with a communication dated February 4, 2015.

Councilor Dinunzio indicated that he must step down because he will be moving to Ellington. He expressed appreciation to the residents and stated that he has enjoyed serving the residents and working with the Councilor’s. Councilor Nagel thanked Councilor Dinunzio for his service and the wisdom he has brought to the table. He wished Councilor Dinunzio well and urged him to stay in touch. Councilor Klett noted that the Dinunzio family has always been committed to the Town and she hopes that Councilor Dinunzio will stay active in Ellington.

Motion seconded by Councilor Klett. Motion passed 8-0.

Councilor Nagel moved the following:

RESOLVED:

That the Newington Town Council hereby makes the following appointment:

Newington Town Council

**9 members
2 year term
Party Max.: 6**

| Name | Address | Party | Term | Replaces |
|----------------------|-------------------------|--------------|------------------------------|--------------------|
| Beth DelBuono | 327 Walsh Avenue | R | 2/10/15– 11/10/15 | D. Dinunzio |

Motion seconded by Councilor Klett. Motion passed 8-0.

Councilor Borjeson moved the following:

RESOLVED:

That the Newington Town Council hereby accepts the resignation of Jane Murphy from the Town Hall Renovations Project Building Committee per a communication dated January 22, 2015.

Motion seconded by Councilor Castelle. Motion passed 8-0.

Councilor Borjeson moved the following:

RESOLVED:

That the Newington Town Council hereby makes the following appointments:

9. Environmental Quality Commission

11 members, 2 Fire Dept., 1 NVA, 2 Industry, 6 Public
2 NTC Liaisons
2 year term (public)
Party Max.: 8
Remaining members: 6 Dem., 1 Rep., 2 Unaf.

| Name | Address | Party | Term | Replaces |
|---|-------------------|-------|-------------------------|----------|
| Fire Dept. Rep: Capt. Brian Tremaine | 95 Beckley Place | D | Immediate – 11/30/15 | Vacant |
| Fire Dept. Rep: Melanie Depamphilis | 228 Culver Street | D | Immediate – 11/30/15 | Vacant |

13. Human Rights Commission

9 members
3 year term
Party max: 6
Remaining regular members: 5 Dem., 1 Rep.

| Name | Address | Party | Term | Replaces |
|-------------------|----------------------|-------|-------------------------|----------|
| Teresa D'Ippolito | 114 Indian Hill Road | D | Immediate – 11/30/17 | Vacant |
| Suzanne Dobkins | 782 Main Street | D | Immediate – 11/30/17 | Vacant |

Motion seconded by Councilor Marocchini. Motion passed 8-0.

Mayor Woods requested that Mrs. Trevethan administer the oath of office to newly appointed Town Councilor Beth DelBuono, who was in attendance at the meeting. The oath of office was administered.

VII. TAX REFUNDS

Councilor Marocchini moved the following:

RESOLVED:

That property tax refunds in the amount of \$8,227.70 are hereby approved in the individual amounts and for those named on the "Requests for Refund of an Overpayment of Taxes," certified by the Revenue Collector, a list of which is attached to this resolution.

Motion seconded by Councilor McDonald. Motion passed 8-0.

VIII. MINUTES OF PREVIOUS MEETINGS

A. Regular Meeting 1-13-15

Councilor Nagel indicated that he had commented at the last meeting that Newington should look into the recent trash contract with Wethersfield to see if the Town can renegotiate its upcoming contract to look for similar savings and/or diesel fuel savings. He stated that this comment was not reflected in the minutes.

Councilor Castelle requested that in the future, when board and commission members participate in Council meetings that their names should be mentioned in the minutes.

Councilor Nagel moved to accept the minutes as amended. Motion seconded by Councilor Castelle. Motion passed 8-0.

IX. WRITTEN/ORAL COMMUNICATIONS FROM THE TOWN MANAGER, OTHER TOWN AGENCIES AND OFFICIALS, OTHER GOVERNMENTAL AGENCIES AND OFFICIALS AND THE PUBLIC

Councilor Nagel inquired about the status of the Town's snow removal budget with all of the recent storms. Town Manager Salomone stated that overtime costs are under budget but may exceed the budget in the event of additional storms. He stated that the town will likely spend more than the allotted funds for deicing materials (salt treatment) but indicated that this can be stockpiled for future use. Councilor Nagel inquired about where overage would come from in the budget. Town Manager Salomone replied that the funds would be transferred from contingency and that there are funds available to do so. Councilor Nagel commended the Highway department for their hard work during the storms.

X. COUNCIL LIAISON/COMMITTEE REPORTS

Councilor Nagel indicated that the Senior and Disabled Center is working on collecting counts of members who visit the Senior Center and are continuing in the process of their self-assessment. He stated that they are working on revisions to the mission statement and their self-evaluation process.

Councilor McDonald noted that there will be a Board of Education meeting on February 11.

Councilor Borjeson stated that the CIP Committee will meet on February 12 at 4:30 p.m. and stated that the current proposed CIP will include about \$1.3 million in debt payments and about \$5 million in CIP projects. He stated that the Committee has received presentations from staff and the BOE and will look at areas in which to make changes. He indicated that the Housing Survey Study Committee is meeting on February 26 to put together its final report, to be presented the Council after the budget season. He thanked CCSU Professor John Mitrano and his students for their assistance.

Councilor Marocchini stated that the Town Hall Renovations Project Building Committee meets the first and third Tuesday of each month and indicated that Parks and Recreation Superintendent Bruce Till presented a needs assessment at the last meeting. He stated that the direction of the Committee appears to be to try to fit the needs of the new building within the existing footprint. He stated that the Committee passed this direction on to the architects. He stated that there was a motion made and passed at the Committee meeting to not build in park land. He stated that the Board of Education has been invited to the next meeting. Councilor Klett inquired about Committee member Alan Bongiovanni's comments at the last meeting about the right of way in Mill Pond Park. Councilor Marocchini noted that like any home or property, the Town owns a particular number of feet into the Mill Pond Park property as a right of way and indicated that something may be done within the right of way but not on actual park property. Councilor Klett inquired about the length of the right of way at the park. Mayor Woods clarified that Mr. Bongiovanni is not in favor of taking any of the park proper land, but if the right of way is, say, 75 feet from the edge of the road then he may be in favor of taking that space, only if needed. Councilor Klett inquired about the Committee receiving direction not to consider moving the bus garages. Mayor Woods replied that the charge of the Committee is to focus on the Town Hall/Community Center buildings and noted that the bus garages are owned by the BOE. Councilor Klett inquired whether the Committee or Council could talk to the BOE about the bus garages. Mayor Woods replied that the Council would have to change the Committee's charge in order to do so.

XI. PUBLIC PARTICIPATION – IN GENERAL

Sarah Jorgensen, 35 Florence Street (via telephone) – Ms. Jorgensen stated that the 6-8 week time frame for receiving town hall plans is not likely. She stated that the right-of-way into Mill Pond Park is about 10 feet, not 75 feet as the Mayor had mentioned. She remarked that the Town Hall Renovations Project Building Committee had decided “not to go there” in regards to the park and wondered why it keeps coming up. She stated that there are other things needed in the town that have been put off, such as the \$14 million renovation to Anna Reynolds. She stated that everyone needs to know what is coming, what needs to be done and how it will affect taxes. Ms. Jorgensen congratulated Councilor DelBuono.

Rose Lyons, 46 Elton Drive – Ms. Lyons urged the public to attend budget meetings or to email their concerns to the Council in order to have their voices heard. She also remarked about the heat in the Council meeting room. She welcomed Councilor DelBuono back to the table and wished Councilor Dinunzio well. Ms. Lyons noted that the Safety Committee seems to have fizzled out and asked the Council to look into that.

Patty Foley, 51 Crown Ridge (via telephone) – Ms. Foley thanked Councilor Dinunzio for his service and welcomed Councilor DelBuono. She remarked that she hopes there are changes to the proposed Capital Improvement Project (CIP) budget, while there is the opportunity to set funding aside for infrastructure repairs. She asked the Council to seriously consider this and noted that Town departments have been asked to make further cuts to the already 0% increase budgets.

Beth DelBuono, 327 Walsh Avenue - Councilor DelBuono expressed her appreciation for the tribute to Councilor Cohen and remarked that she will be dearly missed. She thanked Councilor Dinunzio for his service to the Town and wished him well in the future. She thanked the Council for her reappointment to the Council.

John Slusarski, 40 Grandview Avenue – Mr. Slusarski appealed to the public to attend Council budget meetings and to provide guidance to the Council.

XII. REMARKS BY COUNCILORS

Councilor Castelle congratulated the NHS choral ensemble for its recent concert at the Congregational Church.

Councilor McDonald thanked the Mayor and Deputy Mayor Castelle for their remarks and wonderful tribute at Councilor Cohen’s funeral service and for inviting the Rabbi to the current Council meeting. She stated regret that she was only able to serve with Councilor Cohen for a short time.

Councilor Klett expressed her gratitude to Councilor Cohen for her years of service and stated that she will be missed.

Councilor Nagel thanked the Mayor, Deputy Mayor and Rabbi for their fitting tributes to Councilor Cohen. He noted Councilor Cohen’s immense attention to detail and stated that she will be sorely missed. Councilor Nagel also thanked the member of the public who informed him about the trash collection contracts in another town. He stated that the John Wallace Middle School STEM Academy committee is meeting this week to discuss the project bids and may come back to the Council with a request to waive the rules to accept one of the bids. Councilor Nagel inquired about the status of the Police Chief recruitment. Town Manager Salomone replied that he is in the process of finalizing the job posting; once the job is posted there will be an open meeting for residents to discuss desirable attributes of the police chief. Councilor Nagel inquired when the job would be posted. Town Manager Salomone replied that the job will be posted in early March.

Councilor Dinunzio expressed his condolences to the Cohen family and remarked on her many achievements. He thanked the Mayor for his comments regarding Councilor Cohen. He stated that it has been a pleasure to serve with the Council.

Mayor Woods addressed the rumor regarding legal expenses and the Conservation Commission, noting that the Council had just taken action to transfer \$20,000 for that reason. He stated that he hopes this will end the rumor. He stated that he only used the 75-foot right of way into the park as an example and that he does not know the actual amount, if any. He remarked that everyone understands that the street is not to be moved and that the park is not to be touched. He stated that everyone is working towards doing the best they can to have the building remain within the existing footprint. Mayor Woods noted that Councilor Cohen’s memorial service was well-attended and that he was honored to have been given the opportunity to speak. He stated that

everyone was there to support her family and celebrate her life. Mayor Woods indicated that Councilor Cohen's biggest fear was that she would be forgotten and he emphasized that she will be remembered for generations. He also recollected that some of his best times were spent talking to Myra in the car, as he drove her home from meetings. He stated that she was an amazing woman who touched so many people – her shoes will never be filled.

EXECUTIVE SESSION RE: PERSONNEL

The Council went into Executive Session re: Personnel at 9:30 p.m. Mayor Woods and Councilors Borjeson, Castelle, DelBuono, Klett, Marocchini, McDonald and Nagel were present.

Councilor Nagel moved to adjourn from Executive Session at 10:50 p.m. Motion seconded by Councilor Castelle. Motion passed 8-0.

XIII. ADJOURNMENT

Councilor Marocchini moved to adjourn the meeting at 10:50 p.m. and was seconded by Councilor Castelle. The motion passed 8 – 0.

Respectfully Submitted,

Jaime Trevethan
Asst. to the Town Manager – Administration

Attach.



John Salomone
Town Manager

TOWN OF NEWINGTON

131 Cedar Street Newington, Connecticut 06111

Finance Department

Ann J. Harter
Director of Finance

Memorandum

To: John Salomone, Town Manager
From: Ann J. Harter, Director of Finance 
Date: January 23, 2015
Re: Mid-Year Appropriation Transfers for FY 2014-2015

Attached is an interim financial report for the Town's General Fund as of December 31, 2014 for the fiscal year ending June 30, 2015. Estimates of revenues and expenditures projected through June 30, 2015 are included in this report.

Revenues

General Fund revenues are estimated to be up approximately \$240 thousand from the 2014-15 adopted level.

Taxes: The rate of tax collection on the current levy through December 31st is equal to the same period as last year. However, due to adjustments as the result of tax appeals, a tax collection rate of 99% by year end will not generate a significant surplus of revenue. The amount to be collected on pro-rated motor vehicles is better than expected by \$77 thousand. Collections on prior year tax levies are on target. We will monitor tax collection activity closely through the remainder of the year.

PILOTS and State/Federal Aid: Currently, we are projecting these categories to have a net increase of \$115 thousand. The Town's estimated revenues were based on the Governor's proposed budget. The majority of the surplus is generated from the State-Owned Property PILOT which came in higher than originally proposed.

Other Revenues: Building Permits and Town Clerk fees are on target with the estimated amounts. Interest earnings are trending better than budgeted creating a projected surplus of \$20 thousand due to slightly higher interest rates than anticipated.

Expenditures

Analysis through the first seven months of the fiscal year projects total expenditures to be on target with the Town's approved 2014-15 General Fund budget, which totals \$110 million.

Most of the budgetary variances exist due to recently approved wage increases for the administrative employees which were budgeted in the Town's Special Contingency account and not included in the departments' operating budgets. The actual increases were unknown until after the budget was adopted. A portion of the increases can be covered with breakage from vacancies.

Appropriation Transfers

The Town Charter allows appropriation transfers only in the last six months of the fiscal year. The following is a list of departments that require additional funds to prevent overdrafts. In all cases, the Town's Special Contingency and some estimated savings in other departments will cover these amounts.

- The shortages in the following departments are due exclusively to Administrative and part-time personnel wage increases:

| | | |
|-----|----------------------------|----------|
| 120 | Town Manager | \$10,750 |
| 150 | Finance | \$18,675 |
| 170 | Town Clerk | \$4,000 |
| 310 | Engineering | \$3,350 |
| 320 | Highway | \$5,625 |
| 420 | Town Planner | \$4,120 |
| 450 | Building Department | \$4,825 |
| 610 | Human Services | \$10,250 |
| 640 | Senior and Disabled Center | \$9,500 |
| 710 | Library | \$13,100 |
| 810 | Parks Administration | \$6,950 |

- 130 Courts: The cost for Probate Court is based upon the Grand Lists of the three member towns. The shortage in this department is due to a higher increase than anticipated for expenses of the Probate Court.
Amount requested \$2,465
- 140 Elections: The cost of the Republican primary was not included in this department's budget at the time the budget was adopted (\$7,550). In addition, funds are needed for non-bargaining group employees (\$3,000).
Amount requested \$10,550
- 160 Town Attorney: Additional funds are needed for outside attorney fees for legal cases that are still ongoing.
Amount requested \$20,000

- 190 General Services: This department has available funds due to changes in personnel.
 Amount available \$65,360
- 230 Fire Department: The shortage in this department is due to a change in the Pay Per Call plan (\$52,485) and an increase in the number of stipends paid to volunteer firefighters (\$10,265). Funds are also needed for non-bargaining group employees (\$4,800).
 Amount requested \$67,550
- 280 Hydrants: The shortage in this department is due to a revised and updated list of hydrants from the MDC and a price increase.
 Amount requested \$10,000
- 350 Sanitation: This department has available funds due to less tonnage than anticipated for refuse disposal.
 Amount available \$30,550
- 470 Economic Development: The shortage in this department is due to contractual obligations.
 Amount requested \$8,200
- 510 Health Services: The shortage in this department is due to an unanticipated increase in the assessment charged by the Central CT Health District.
 Amount requested \$6,800
- 960 Contingency: This account was budgeted for the raises and those funds are still available.
 Amount available \$120,800

Capital Projects

In addition to the above transfers, I have received requests to transfer funds within the Capital and Non-Recurring Expenditures Fund and the Public Building Fund.

- General Property Improvements: The Facilities Department is requesting that \$87,000 be transferred from the Town Hall Emergency Generator account (30195-88521) which currently has a balance of \$187,000 to the General Property Improvement account (30195-88111). This will allow for necessary upgrades to the Town Hall, Police Department & Library energy management system that controls the heating, ventilation & air-conditioning in all the buildings. The system that is currently in place is obsolete and no longer repairable resulting in higher utility costs. Also, the systems run constantly resulting in wasted energy while buildings are empty. The Senior & Disabled Center does not have an energy management system and relies on the staff to control the building's temperature by conventional means whether the building is occupied or not. This upgrade will have a payback in one to two years with savings in utility costs. Funds are also needed to complete roof repairs to the Ambulance Building with the removal of two deteriorated un-insulated sky lights.

- Company #1 Roof Replacement: The Facilities Department also requests that the balance of \$42,649 be transferred from the completed Fire Company #1 Resurface Bay Floor project (30235-88424) to the Company #1 Shingled Roof Replacement account (31120-88501). Additional funding is needed after sealed bids were opened in November 2014 resulting in a higher than anticipated cost in replacing the entire roof on Fire House #1.

I will be in attendance at the Town Council meeting on January 27th to answer any questions the council may have.

**TOWN OF NEWINGTON
STATUS OF REVENUES, BY SOURCE
2014-2015**

| ACCOUNT DESCRIPTION | | Town Council Adopted 2014-15 | Received As of 1/16/2015 | Estimated 6/30/2015 | Balance (Deficit) As of 6/30/15 |
|-------------------------------------|--------------------------------|------------------------------------|--------------------------------|------------------------|---------------------------------------|
| 5001 | Current Levy | 87,006,952 | 64,941,661 | 87,006,952 | - |
| 5002 | Prorated Motor Vehicles | 775,000 | 304,884 | 879,468 | 104,468 |
| 5003 | Prorated Real Estate | 50,000 | 8,869 | 8,869 | (41,131) |
| 5004 | Prior Year Tax Levies | 440,000 | 364,436 | 440,000 | - |
| 5005 | Interest & Liens | 320,000 | 201,146 | 320,000 | - |
| TOTAL TAXES | | 88,591,952 | 65,820,996 | 88,655,289 | 63,337 |
| 5101 | State-Owned Property | 639,581 | 749,383 | 749,383 | 109,802 |
| 5104 | Elderly Freeze Exemption | 6,000 | 6,000 | 6,000 | - |
| 5105 | Disabled Exemption | 5,285 | 5,468 | 5,468 | 183 |
| 5106 | Elderly Circuit Breaker | 273,333 | 273,014 | 273,014 | (319) |
| 5107 | Add'l Veteran's Exemption | 28,376 | 30,385 | 30,385 | 2,009 |
| 5109 | Tax Exempt Colleges & Hospital | 1,633,739 | 1,633,915 | 1,633,915 | 176 |
| TOTAL PILOTS | | 2,586,314 | 2,698,165 | 2,698,165 | 111,851 |
| 5201 | New Meadow Housing | 8,059 | 14,729 | 14,729 | 6,670 |
| TOTAL ASSESSMENTS | | 8,059 | 14,729 | 14,729 | 6,670 |
| 5301 | Building Permits | 280,000 | 155,268 | 290,000 | 10,000 |
| 5302 | Vendor's Permits | 700 | 35 | 700 | - |
| 5305 | Gun Permits | 10,000 | 5,670 | 10,000 | - |
| 5306 | Raffle & Bingo Permits | 500 | 168 | 500 | - |
| 5308 | Work Within Rights of Way | 10,000 | 12,800 | 15,700 | 5,700 |
| 5310 | Refuse Handling Licenses | 1,800 | - | 1,800 | - |
| TOTAL LICENSES & PERMITS | | 303,000 | 173,941 | 318,700 | 15,700 |
| 5402 | Town Hall Rental Receipts | 3,600 | 2,563 | 3,600 | - |
| 5403 | Indian Hill Country Club | 98,872 | 35,000 | 60,000 | (38,872) |
| 5404 | Other Town Property | 44,000 | 25,404 | 44,000 | - |
| TOTAL RENTALS | | 146,472 | 62,967 | 107,600 | (38,872) |
| 5501 | Interest Earnings | 46,350 | 34,315 | 67,000 | 20,650 |
| TOTAL INVESTMENT INCOME | | 46,350 | 34,315 | 67,000 | 20,650 |
| 5601 | Littering Violations | - | 100 | 100 | 100 |
| 5602 | Parking Tickets | 25,000 | 12,308 | 25,000 | - |
| 5603 | False Alarms | 15,000 | 2,673 | 15,000 | - |
| 5604 | Ambulance Response Overages | - | 23,000 | 23,000 | 23,000 |
| 5605 | Blighted Premises | - | 1,447 | 1,447 | 1,447 |
| 5606 | Snow Removal Fines | - | 106 | 106 | 106 |
| TOTAL FINES | | 40,000 | 39,634 | 64,653 | 24,653 |
| 5702 | Conservation Commission | 6,000 | 3,750 | 7,500 | 1,500 |
| 5703 | Zoning Board of Appeals | 500 | 245 | 500 | - |
| 5704 | Town Planning & Zoning | 9,000 | 2,750 | 9,000 | - |
| 5705 | Town Clerk Fees | 475,000 | 254,311 | 475,000 | - |
| 5706 | Police | 8,000 | 4,384 | 8,000 | - |
| 5707 | Human Services-Counseling Fee | 25,000 | 2,975 | 10,000 | (15,000) |
| 5708 | Library - Overdue Fines | 28,000 | 10,019 | 18,400 | (9,600) |
| 5709 | Dial-A-Ride Tickets | 4,700 | 3,107 | 4,700 | - |
| 5711 | Engineering Fees | 1,000 | 736 | 1,000 | - |
| 5712 | Scrap Metal Curbside | 25,000 | 12,540 | 25,000 | - |
| 5714 | Senior & Disabled Center Fees | 100 | 10 | 100 | - |
| 5718 | Library-out-of state loans | 150 | - | 150 | - |
| TOTAL CHARGES FOR SERVICES | | 582,450 | 294,827 | 559,350 | (23,100) |

**TOWN OF NEWINGTON
STATUS OF REVENUES, BY SOURCE
2014-2015**

| ACCOUNT DESCRIPTION | Town Council Adopted 2014-15 | Received As of 1/16/2015 | Estimated 6/30/2015 | Balance (Deficit) As of 6/30/15 |
|--------------------------------------|------------------------------------|--------------------------------|------------------------|---------------------------------------|
| 5802 Refunds-Town | 10,325 | 35,665 | 45,665 | 35,340 |
| 5803 Refunds-Schools | 10,000 | 2,644 | 10,000 | - |
| 5822 Recycling Rebates | 67,500 | 52,870 | 67,500 | - |
| TOTAL REFUNDS & REIMBURS. | 87,825 | 91,179 | 123,165 | 35,340 |
| 5903 Sale of Land | - | 5,200 | 5,200 | 5,200 |
| 5904 Library-Sale of Diskettes | 200 | 215 | 215 | 15 |
| TOTAL SALE-TOWN PROPERTY | 200 | 5,415 | 5,415 | 5,215 |
| 6003 Public Library | 1,250 | 1,158 | 1,250 | - |
| 6005 Mashantucket Pequot Fund | 255,213 | 84,929 | 255,213 | - |
| 6006 Youth Services Bureau | 22,875 | 9,595 | 22,875 | - |
| 6007 Alcohol and Drug Abuse | 4,500 | - | 4,500 | - |
| 6013 Telecommunications Tax | 70,900 | - | 70,900 | - |
| 6015 Emergency Management Grant | 4,500 | - | 4,500 | - |
| 6022 Municipal Grant-in-Aid | 863,254 | - | 863,254 | - |
| 6052 Transportation-Non-public | 4,232 | - | 4,232 | - |
| 6053 Transportation-Public | 224,800 | - | 224,800 | - |
| 6054 Adult Education | 33,319 | 22,436 | 33,319 | - |
| 6056 School Building Grants | 400,000 | - | 400,000 | - |
| 6058 Health Services | 17,515 | 14,801 | 17,515 | - |
| 6062 Education Cost Sharing Grant | 13,028,321 | 3,257,959 | 13,031,836 | 3,515 |
| TOTAL STATE-AID | 14,930,679 | 3,390,878 | 14,934,194 | 3,515 |
| 6101 Senior Citizen Trans Aid | 9,000 | 5,799 | 9,000 | - |
| TOTAL FEDERAL AID | 9,000 | 5,799 | 9,000 | - |
| 6201 Other-Miscellaneous | 8,500 | 20,016 | 28,516 | 20,016 |
| 6203 Cancelled PY Encumbrances | 10,000 | - | 10,000 | - |
| TOTAL MISCELLANEOUS | 18,500 | 20,016 | 38,516 | 20,016 |
| 6302 United Way (Human Services) | 1,333 | 1,749 | 1,749 | 416 |
| TOTAL DONATIONS | 1,333 | 1,749 | 1,749 | 416 |
| 7002 Transfer from Public Bldg Fund | 215,336 | - | 215,336 | - |
| 7012 Transfer from Cemetery Fund | 115,722 | 115,722 | 115,722 | - |
| 7021 Transfer From Cemetery Trust | 70 | - | 70 | - |
| 7022 Transfer from Hubbard Fund | 30 | - | 30 | - |
| TOTAL TRF FROM OTHER FUNDS | 331,158 | 115,722 | 331,158 | - |
| TOTAL GENERAL FUND | 107,683,292 | 72,770,331 | 107,928,682 | 245,390 |

TOWN OF NEWINGTON
 Status of Expenditures, by Activity (Department)
 As of January 20, 2015

| FUNCTION & ACTIVITY | Revised Budget FY 2014-15 | Spent / Encumbered As of 1/20/15 | Estimated To Be Spent/Enc. As of 6/30/15 | Estimated Unencumbered Balance (Deficit) As of 6/30/15 |
|-------------------------------------|---------------------------------|--|--|--|
| General Government | 4,666,890 | 2,715,697 | 4,667,970 | (1,080) |
| Public Safety | 7,996,199 | 4,454,015 | 8,073,749 | (77,550) |
| Public Works | 5,006,430 | 3,469,740 | 4,984,855 | 21,575 |
| Community Planning & Development | 513,723 | 270,124 | 530,868 | (17,145) |
| Public Health | 144,355 | 112,692 | 151,155 | (6,800) |
| Community Services | 1,001,939 | 543,249 | 1,021,689 | (19,750) |
| Public Library | 1,728,923 | 921,402 | 1,742,023 | (13,100) |
| Parks & Recreation | 1,661,386 | 860,490 | 1,668,336 | (6,950) |
| Insurance-Miscellaneous | 9,606,017 | 7,534,280 | 9,485,217 | 120,800 * |
| Debt Service | 1,676,931 | 115,966 | 1,676,931 | - |
| Metropolitan District | 3,216,800 | 1,640,323 | 3,216,800 | - |
| Capital Improvements | 4,336,328 | 4,336,328 | 4,336,328 | - |
| Equipment Reserve | 395,000 | 395,000 | 395,000 | - |
| Emp Leave Liab Res Fund | 92,900 | 92,900 | 92,900 | - |
| Total General Government | 42,043,821 | 27,462,204 | 42,043,821 | - |
| Board of Education (as of 12/31/14) | 68,039,471 | 62,627,617 | 68,039,471 | - |
| Total Town Budget | <u>110,083,292</u> | <u>90,089,821</u> | <u>110,083,292</u> | - |

*The Special Contingency appropriation balance will be reduced to \$192,500 after pending transfers to other departments are made.

TOWN OF NEWINGTON
 Status of Expenditures, by Activity (Department)
 As of January 20, 2015

| FUNCTION & ACTIVITY | Revised Budget FY 2014-15 | Spent / Encumbered As of 1/20/15 | Estimated To Be Spent/Enc. As of 6/30/15 | Estimated Unencumbered Balance (Deficit) As of 6/30/15 |
|---|---------------------------------|--|--|--|
| 100 General Government | | | | |
| 110 Town Council | 49,837 | 43,317 | 49,837 | - |
| 120 Town Manager | 397,616 | 222,369 | 408,366 | (10,750) |
| 130 Courts | 37,009 | 29,602 | 39,474 | (2,465) |
| 140 Elections | 130,793 | 103,954 | 141,343 | (10,550) |
| 150 Finance | 1,217,788 | 808,383 | 1,236,463 | (18,675) |
| 160 Town Attorney | 130,200 | 75,950 | 150,200 | (20,000) |
| 170 Town Clerk | 180,029 | 96,302 | 184,029 | (4,000) |
| 180 Personnel | 49,206 | 29,361 | 49,206 | - |
| 190 General Services | 2,474,412 | 1,306,458 | 2,409,052 | 65,360 |
| Total | 4,666,890 | 2,715,697 | 4,667,970 | (1,080) |
| 200 Public Safety | | | | |
| 210 Police Department | 6,775,621 | 3,660,995 | 6,775,621 | - |
| 230 Fire Department | 804,758 | 606,382 | 872,308 | (67,550) |
| 250 Street Lighting | 315,000 | 150,444 | 315,000 | - |
| 260 Emergency Management | 4,050 | - | 4,050 | - |
| 270 Emergency Medical Service | 30,000 | 28,145 | 30,000 | - |
| 280 Hydrants | 66,770 | 8,050 | 76,770 | (10,000) |
| Total | 7,996,199 | 4,454,015 | 8,073,749 | (77,550) |
| 300 Public Works | | | | |
| 310 Engineering | 284,931 | 157,570 | 288,281 | (3,350) |
| 320 Highway Department | 2,674,044 | 1,454,986 | 2,679,669 | (5,625) |
| 350 Solid Waste Services | 2,047,455 | 1,857,185 | 2,016,905 | 30,550 |
| Total | 5,006,430 | 3,469,740 | 4,984,855 | 21,575 |
| 400 Community Planning & Development | | | | |
| 420 Town Planner | 211,861 | 122,190 | 215,981 | (4,120) |
| 430 Town Plan & Zoning | 17,367 | 5,389 | 17,367 | - |
| 440 Zoning Board Of Appeals | 2,662 | 1,418 | 2,662 | - |
| 450 Building Department | 205,369 | 98,101 | 210,194 | (4,825) |
| 460 Conservation Commission | 4,988 | 2,830 | 4,988 | - |
| 470 Economic Development | 71,476 | 40,195 | 79,676 | (8,200) |
| Total | 513,723 | 270,124 | 530,868 | (17,145) |
| 500 Public Health | | | | |
| 510 Health Services | 144,355 | 112,692 | 151,155 | (6,800) |
| Total | 144,355 | 112,692 | 151,155 | (6,800) |
| 600 Community Services | | | | |
| 610 Human Services | 454,330 | 239,055 | 464,580 | (10,250) |
| 640 Senior & Disabled Center | 538,270 | 302,409 | 547,770 | (9,500) |
| 670 Boards And Commissions | 9,339 | 1,785 | 9,339 | - |
| Total | 1,001,939 | 543,249 | 1,021,689 | (19,750) |

TOWN OF NEWINGTON
 Status of Expenditures, by Activity (Department)
 As of January 20, 2015

| FUNCTION & ACTIVITY | Revised Budget FY 2014-15 | Spent / Encumbered As of 1/20/15 | Estimated To Be Spent/Enc. As of 6/30/15 | Estimated Unencumbered Balance (Deficit) As of 6/30/15 |
|---|---------------------------------|--|--|--|
| 700 Public Library | | | | |
| 710 Library Operations | 1,728,893 | 921,402 | 1,741,993 | (13,100) |
| 730 Hubbard Book Fund | 30 | | 30 | |
| Total | <u>1,728,923</u> | <u>921,402</u> | <u>1,742,023</u> | <u>(13,100)</u> |
| 800 Parks & Recreation | | | | |
| 810 Administration | 329,830 | 185,999 | 336,780 | (6,950) |
| 830 Grounds Maintenance | 1,331,556 | 674,490 | 1,331,556 | - |
| Total | <u>1,661,386</u> | <u>860,490</u> | <u>1,668,336</u> | <u>(6,950)</u> |
| 900 Insurance-Miscellaneous | | | | |
| 910 Municipal Insurance | 1,046,910 | 840,121 | 1,046,910 | - |
| 930 Greater Htfd Transit Dist | 2,930 | 2,930 | 2,930 | - |
| 940 Employee Benefits | 8,155,377 | 6,658,020 | 8,155,377 | - |
| 950 Donations & Contributions | 30,000 | 5,000 | 30,000 | - |
| 960 Contingency | 370,800 | 28,209 | 250,000 | 120,800 |
| Total | <u>9,606,017</u> | <u>7,534,280</u> | <u>9,485,217</u> | <u>120,800</u> |
| 1000 Debt Service | | | | |
| 1010 Interest Expense | 231,931 | 115,966 | 231,931 | - |
| 1020 Principal Payments | 1,445,000 | | 1,445,000 | - |
| Total | <u>1,676,931</u> | <u>115,966</u> | <u>1,676,931</u> | <u>-</u> |
| 1050 Metropolitan District | | | | |
| 1051 Assessment | 3,216,800 | 1,640,323 | 3,216,800 | |
| Total | <u>3,216,800</u> | <u>1,640,323</u> | <u>3,216,800</u> | <u>-</u> |
| 1100 Capital Improvements | | | | |
| 1110 Capital Improvements | 4,336,328 | 4,336,328 | 4,336,328 | - |
| Total | <u>4,336,328</u> | <u>4,336,328</u> | <u>4,336,328</u> | <u>-</u> |
| 2000 Equipment Reserve | | | | |
| 2500 Equipment Reserve | 395,000 | 395,000 | 395,000 | - |
| Total | <u>395,000</u> | <u>395,000</u> | <u>395,000</u> | <u>-</u> |
| 3000 Emp Leave Liab Res Fund | | | | |
| 3100 ELLF - Board Of Education | 23,200 | 23,200 | 23,200 | - |
| 3200 ELLF - Town Operations | 69,700 | 69,700 | 69,700 | - |
| Total | <u>92,900</u> | <u>92,900</u> | <u>92,900</u> | <u>-</u> |
| Total Town Government Operations | <u>42,043,821</u> | <u>27,462,204</u> | <u>42,043,821</u> | <u>-</u> |