



Tanya D. Lane  
Acting Town Manager

# TOWN OF NEWINGTON

131 CEDAR STREET  
NEWINGTON, CONNECTICUT 06111

**ROY ZARTARIAN, MAYOR**

## NEWINGTON TOWN COUNCIL SPECIAL MEETING

Conference Room L-101 – Town Hall  
131 Cedar Street

Monday, February 29, 2016  
7:00 p.m. OR Following 6:30 p.m. Special Meeting

### Minutes

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Mayor Zartarian called the meeting to order at 7:00 p.m. in conference room L-101, Town Hall.

#### Councilors Present

Councilor Anest  
Councilor Budrejko  
Councilor DelBuono  
Councilor Klett  
Councilor Manke  
Councilor Marocchini  
Councilor Nagel  
Councilor Serra  
Mayor Zartarian

#### Staff Present

Tanya Lane – Acting Town Manager  
Ann Harter – Director of Finance  
Dave Langdon – Director of Facilities  
Paul Boutot – Chief Information Officer  
Corinne Aldinger – Revenue Collector  
Lisa Rydecki – Deputy Director of Finance  
Jaime Trevethan – Asst. to the Town Manager

#### III. PUBLIC PARTICIPATION – ON AGENDA

Steve Silvia, 45 Basswood Street – Mr. Silvia spoke about the Special Reserve Funds and noted that the Public School CIP states that the fund shall not exceed \$1.2 million and indicated that the budget will come in at approximately \$1.4 million – above the limit. He stated that the fund has not been utilized often in the past and has had a large unused balance.

John Slusarski, 40 Grandview Drive– Mr. Slusarski expressed concern that the budget doesn't address some of the Town's needs such as the Town Hall and pension fund. He also noted the increase in medical claims and inquired about what is included in those figures

#### IV. CONSIDERATION OF NEW BUSINESS

A. Overview of Budget and Budget Procedures

Acting Town Manager Tanya Lane reviewed the budgetary process, timeline and schedule of special meetings. She reviewed the Town Manager's Budget Message as well as an overall summary of the budget (attached).

Department Heads were in attendance to review the individual departments as indicated below. Please see the Town Manager's Proposed 2016-17 budget for details.

**B. Budget Review: Revenues**

The Council discussed the various sources of revenue to the Town including revenues raised by taxes, PILOTS, licenses and permits, State and Federal aid, investment income and fines.

**C. Budget Review: General Government (Town Council, Town Manager, Courts, Elections, Finance, Town Attorney, Town Clerk/Records Administration, Personnel, General Services, Facilities Management, Information Technology)**

The Council discussed the impact of the upcoming Presidential election as well as a potential referendum on the budget. The Council also discussed the savings involved with printing tax bills in-house as well as the possibility of accepting credit cards for tax payments.

The Council discussed the Facilities budget, construction materials, which has increased to complete in-house repairs as well as the addition of an electrician position to start mid-year that will be a savings over the use of contractual services.

Councilor Klett inquired about the increase among conferences and training. Mr. Boutot indicated that this is for GIS specific training.

**D. Budget Review: Insurance/Misc.**

Acting Town Manager Lane explained that while there are higher than average medical claims this year, the claims tend to average out over a 10-year period.

**E. Budget Review: MDC**

Acting Town Manager Lane explained that the MDC's budget has increased, therefore Newington's share has increased accordingly.

**F. Budget Review: Employee Leave Liability**

**G. Budget Review: Special Reserve Funds/Other Funds**

Councilor Delbuono inquired about the Town Attorney budget and as to whether the Labor Attorney and Town Attorney are paid out of the same account. Mrs. Harter replied in the affirmative.

**IV. PUBLIC PARTICIPATION – ON AGENDA**

John Slusarski, 40 Grandview Drive, Mr. Slusarski expressed concern about the use of the Town's surplus to balance the budget.

**V. REMARKS BY COUNCILORS**

Councilor Nagel thanked the Department Heads for attending and discussing their budgets in a concise manner.

Councilor Manke thanked the staff for their hard work on the budget and for answering his questions.

**VII. ADJOURNMENT**

Councilor Nagel moved to adjourn the meeting at 8:17 p.m. Motion seconded by Councilor Klett. Motion passed 9-0.

Respectfully Submitted,

Jaime Trevethan  
Asst. to the Town Manager – Administration