I. PLEDGE OF ALLEGIANCE
   • Mayor Zartarian called the meeting to order at 7:00 PM

II. ROLL CALL
   Councilor Anest
   Councilor Arace
   Councilor Budrejko
   Councilor DelBuono
   Councilor Manke
   Councilor Marocchini
   Councilor Miner
   Councilor Serra
   Mayor Zartarian

   Staff Attendees:
   Tanya D. Lane, Town Manager
   Janet Murphy, Finance Director
   Lisa Rydecki, Deputy Finance Director
   James E. Krupienski, Town Clerk
   William DeMaio, Parks & Grounds Superintendent
   Emmett Stone, Cemeteries Supervisor

III. APPROVAL OF AGENDA
   • Councilor Anest, seconded by Councilor Manke moved a motion to approve the agenda as presented. Motion carried unanimously 9-0.

IV. PUBLIC PARTICIPATION – ON AGENDA (In Person/Via Telephone: 860-665-8736)
   (3 MINUTE TIME LIMIT PER SPEAKER ON AGENDA ITEMS ONLY)
   • None

V. REMARKS BY COUNCILORS ON PUBLIC PARTICIPATION
   • None
VI. CONSIDERATION OF OLD BUSINESS

A. Parks and Recreation Grounds

- Tanya D. Lane, Town Manager reviewed the Parks & Recreation, Code 800
  - Personnel Summary — Overtime difference in hours proposed. Suggested leaving hours as they are existing,
  - Administration - Increase in contractual wage increases,
  - Code 831, Parks & Public Grounds - Longevity reductions due to retirements; 8220, Other Contractual Services — Increase in herbicide treatment for Mill & Churchill and product increase for tennis court preparation accounting for an 11% increase. 8302, Technical Supplies — Product increase for Hartrue (sic) for use at the tennis courts for a 5% increase. Construction & Maintenance Materials increase of 35% for the item for a new roof at the Churchill Pavillion. Code 8310, Other Materials and increase of 35% to replace park benches. Overall increase of 5% in the department.
  - Cemeteries - 8402, Technical Equipment — request for a Verticutter for cemetery maintenance. 143% increase in line item. Budget increase of 7%.
  - Historical Properties — No change to the budget for maintenance of grounds at Kellogg-Eddy and Kelsey House.
  - Code 834, Tree Maintenance — 8217, Consultants and Special Contractor — Presents a 51% decrease but reflects transfers from previous years, budget remains the same at $25,000.

- Mayor Zartarian questioned if the Cemetery Budget was cover by the Cemetery Fund. Town Manager Tanya D. Lane and Finance Director Janet Murphy indicated that it was.
- Councilor Budrejko questioned seasonal help for the cemetery.
- Mr. William Demaio indicated that the seasonal help was simply summer help for cemetery cleanup and maintenance.
- Councilor Manke requested a review of the requested Verticutter (sic).
- Mr. DeMaio indicated that it was utilized to break up the ground cores created by the aeration machine.

B. Budget Review: Capital Improvement Plan (CIP)

- Tanya D. Lane, Town Manager presented the Town Manager’s Long-Range Proposed Capital Improvement Plan for Fiscal Years 2019-20 through 2023-24.
  - New funding level for CIP from $6.3 million to 5.8% of the budget.
  - Reviewed Table 1 showing a 5-year snapshot of the other tables. $5.5 million funding for Pay-As-You-Go. Identify projects by department including $1.5 million for Debt Service for the 2019-2020. Just of $7 million appropriated for CIP in the 2019-2020 Budget year.
- Councilor Budrejko question the lack of allocation in FY 2022 & 2023 for Public Safety.
- Mrs. Lane indicated that there was none apparently shown.
  - Reviewed Table 2 showing annual debt for two (2) outstanding bonds; one for education at E Green & Chaffee and one for the Police Dept. Last payment for the bonds would occur in 2025.
  - Reviewed Table 3, Long-term Debt Management that shows the second building project unassigned. 2020 is anticipated for issuing of the first Building Project Bond.
- Finance Director, Janet Murphy reviewed the Bond schedule issue, proposed for April or May. Education Grant will reduce amount allowed to bond for the project, with estimated reduced interest of $500,000.
Mrs. Lane reviewed Table 4 showing 5-Year CIP Projections by Department.
  ▪ General Government, five items for Town Hall project are included.
  ▪ FF&E projected at $1.5 million.
  ▪ Public Safety – Funding for Police Door Access System for $95,000.
  ▪ Fire Department have proposed studies for Co 3 & Co 4 Firehouses.
  ▪ Discussion on possible combination of both Firehouse studies to reduce costs.
  ▪ Public Works & Engineering – Road and Infrastructure – Last year for the Land Fill Conversion funding ends in 2018-19. Going forward $900,000 is dedicated for roads. 2022-2023 for Flood Control dredging in five ponds
  ▪ Community Development – Park, Pool and Playfield Improvements – Gymnasium bumpout is included in this budget.
  ▪ Education – Public School CIP (mandatory), school bus replacement $200,000; School Technology Reserve $189,000.
  ▪ Equipment Replacement – to be discussed in Appendix D
  ▪ Mayor Zartarian questioned if Fiber Optic cost owning vs using cost had been reviewed.
  ▪ Town Manager Lane indicated that she would follow up with the IT Director regarding that information.

Table 5 Current Year CIP
Table 6A-E show the projects listed in Tables 1-4 outlining the Department Request and adjustments by the Town Manager and the CIP Committee and projects being funded. Tables show each proposed year through 2023-2024.

Discussion took place regarding the proposed Recreation CIP funding and the Special Revenue Recreation CIP Fund.
  ▪ Appendix A shows a summary of proposed project. All projects shown with a double asterisk (**) indicated that a part of a public building project. Remain balances after completion return to the General Fund
  ▪ Appendix B show and overview of the schools request for the next 5 years
  ▪ Appendix C show roads construction projects over the next 5 years. $900,000 is budgeted each year, with $200,000 from LoCIP and $400,000 from Town Aid for Roads funds and the remaining $300,000 from town funds.
  ▪ Appendix D for Equipment Reserve Fund & Major Equipment Replacement Schedule. Possible negative balance in fund in 2020-2021 year.
  ▪ Fire Department has two fire truck lease payments and purchase of a trailer for their Dodge Ram.
  ▪ Public Works is purchasing a Dump Turck and a Ford F150 with sander.
  ▪ Parks Department for purchase of a Ford F350 with sander and a Chevrolet 3500 cargo van.

C. Budget Review: Debt Service

  ▪ Reviewed above

D. Budget Review: Equipment Reserve
VII. PUBLIC PARTICIPATION – ON AGENDA (In Person/Via Telephone: 860-665-8736) 
(3 MINUTE TIME LIMIT PER SPEAKER ON AGENDA ITEMS ONLY) 
- Rose Lyons, 46 Elton Drive: 
  ▪ Questioned how police were paid for events. Questioned Parks CIP and FF&E for 
    voting. 
  ▪ Requested confirmation that upon project completions that remaining funds return to the 
    General Fund. Questioned who would determine where those funds could be spent.

VIII. REMARKS BY COUNCILORS 
- None

IX. ADJOURNMENT 
- Councilor Marocchini, seconded by Councilor DelBuono moved a motion to adjourn. Motion 
  carried unanimously 9-0. 
- Meeting Adjourned at 7:42 PM

Respectfully submitted,  

[Signature]

James E. Krupienski  
Acting Recording Secretary