



Board of Finance

P.O. Box 369

Town of Woodbury - Woodbury, Connecticut 06798-0369

First land deed from the Indians

April 12th 1659

**BOARD OF FINANCE
SPECIAL MEETING
JOINTLY WITH BOARD OF SELECTMEN
SATURDAY, FEBRUARY 21, 2015
9:00 AM
WOODBURY PUBLIC LIBRARY GALLERY**

Board of Finance

Present: Alex DeSorbo: Chairman F. Stan Love: Vice Chairman
Steve Tranguch Bill Monti
Nancy Grasing

Absent: Mike Cunningham

Board of Selectmen

Present: William Butterly: First Selectman Barbara Perkinson: Selectman

Absent: Martin Overton

Also Present: Muffy Gomes; Fiscal Officer, Kathy Castagnetta: Town Planner, Rich Lamothe: Director of Public Works, Linda Carlson: Town Clerk, Jennifer Miller: Parks and Recreation Director and Loryn Ray: Elderly Services Director

1. Call to Order

Chairman Alex DeSorbo called the special joint meeting of the Boards of Finance and Selectmen to order at 9:00 AM in the Library Gallery.

2. Public Comments

There was none.

3. Presentation by and Boards discussion with, municipal department heads concerning draft budget submissions.

Land Use, Kathy Castagnetta

Some changes to this department for budget year 15-16 are a result of the hiring of a full time Town Planner, a change from the use of contracted services for Town Planner and Engineer, overall resulting in a reduction of cost. The proposed budget requests an increase in the Pomperaug River Watershed Coalition costs. They provide many services to the Town and Mr. Lacadie will be asked to attend the Board of Finance to detail their role. DEEP is mandating some changes which will also increase professional services line item from \$24,100 to \$26,600. Ms. Castagnetta distributed a handout to better detail changes. Brian Jones has been hired as the Zoning Enforcement Officer with an attendant increase in the Training line from \$600 to \$2,000. This increase will be made up in the decrease of that position's salary, as it was agreed at his hire. Training budget also includes training for board and

commission members. The increase in the legal notice line is due to probable changes in regulations which require public hearings.

B. Butterly stated the department is running much better, bonds are being tracked more accurately and Ms. Castagnetta also writes some of the grants. Overall the quality of management and service to the town is much better.

Department of Public Works, Rich Lamothe

This department will carry a separate phone bill as Public Works building requires a separate connection into the new telephone system due to the expense of running the fiber optic lines. A new price from the fuel consortium has just been received so those costs will be recalculated to a lower expense. The actual usage of the fuels, gasoline, diesel, etc. have not substantially changed. The traffic lights costs, maintenance and usage, are dictated by CL&P, (now Eversource). Public Works has no control. The Board questioned whether this was the place in the budget to put this cost, should it be in Contracted Services? M. Gomes will review. Some of the increases in this budget are due to a materials cost increases, such as uniforms and protection. The medical line increased as CDL license physicals are due every other year. Some employees get their physicals through the Fire Department if they are firefighters.

Extraordinary Repairs is largely a contingency line, to cover unexpected costs for roads only. Auto Repairs shows an increase of \$6,000 for repairs to 10 trucks, backhoe, etc. This cost is based on past history, some equipment is getting older; the mechanic does an excellent job of keeping track of costs and repair records. A. DeSorbo just wanted to be certain some forecasted costs were not duplicated. The expense to the Improved Roads line is relative to mandates from the State, to MS4 permitting. The State is contemplating an increase in catch basin cleaning, leaf pick-up, to be done more frequently.

Next to be discussed was the Sand/Salt line expenses. It is noted that costs in this line and overtime are difficult to predict, it all depends on the weather. To date, in the current budget year actual expenditures for salt/sand are \$104,000, and \$110,000 is encumbered. Overtime is \$18,765 over budget. After discussion it was decided the Sand/Salt line needs adjustment. Historically there was a stockpile of sand, about 10,000 yards, which is no longer there. Also, in looking at this line there were some winter maintenance items included that probably could be accounted for elsewhere for clarity. To complicate matters, the cost of salt has increased significantly. Liquid salt tanks were to be purchased last year but because the budget passed late only small tailgate tanks were available, now the larger ones are. Sand will no longer be used to the extent it used to be, per State. Road treatment during a storm, because of the change in materials, may decrease from four down to three. But, the State may change the rules, if liquid salt is not available sand may have to be substituted. Liquid salt is storable year to year. 6,000 gallons can be stored and is readily available from two vendors. Members stated they would like to know the plans of the department, potential expenditures.

As to capital expenses, various small equipment – such as saws - needs replacement as does the copier.

The Transfer Station shows an increase of Contracted Services of \$20,000, why? Mr. Lamothe said garbage volume has increased as has carting and tipping fees. Performance of contracted services have to be especially monitored as does proof of residency.

Recycling areas need to be fenced in.

Also showing an increase was contracted services for shoveling Town's sidewalks, even in FY 2014-2015, \$10,000. This is related to the number of snowstorms. We are getting very good services for the money. A discussion then occurred as to what property is mowed by outside contractors and Town employees.

Town Clerk, Linda Carlson

A lot of this budget is driven by the State and depends on activity. Conveyance is way up this year. Training will decrease as the Town Clerk is now certified, other costs have decreased as has staff.

Parks and Recreation, Jennifer Miller

Parks and Recreation building is also not connected to the new telephone system due to costs of running the lines. Her Telephone/Alarms line increased as fees increased. A discussion occurred as to the life guard shack at Hollow Pond and its telephone line. Heat Light and Water decreased substantially as the aerator at Hollow Pond was not used. Contracted Services shows an increase, however, a decrease is anticipated when the actual contracts are received, the exact amount is not known at this time. Rubbish removal shows an increase but that service is used all year, now especially at the dog park. The "use of fields" fees were not increased. Out of town organizations do pay for their use; maintenance is done on them whether they are used or not. Program expenses are difficult to predict as they are based on income and usage.

Capital expenses from the current budget include the Orenaug Tower engineering fee, the study has not been done yet. The engineering fee for Hollow Pond is in process, results hoped for within the next six weeks. The proposed budget requests \$150,000 for dredging as an estimate pending the results of the P&R committee report. Program fees and expenses were discussed by the Boards. Program profitability depends largely on usage.

Elderly Services, Loryn Ray

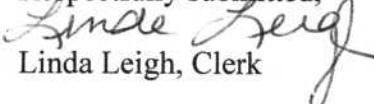
The bus routes have been changed resulting in a savings to fuel, mileage costs and wear and tear on the bus. Recreational programs cover their expenses, and again usage is difficult to predict. Professional Services includes Meals on Wheels. That service delivers 3,278 meals, some clients get one meal per day, and others get two. The quality of the food has improved. There will be a minor increase in fees in the new budget. The bus has seen some major repairs this year but is still under warranty so they were covered. On her wish list, Ms. Ray would like to expand transportation services. Attitudes of people needing the services needs to change, they are reluctant to ask for help. Revenue generation was then discussed.

4. Adjournment

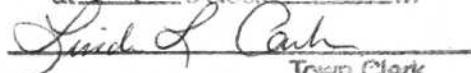
Chairman DeSorbo adjourned the meeting at 12:15 PM

FILED SUBJECT TO BOARD APPROVAL

Respectfully submitted,


Linda Leigh, Clerk

RECEIVED & FILED
IN WOODBURY, CT

This 26 day of Feb 2015
at 2:45 o'clock A M

Town Clerk