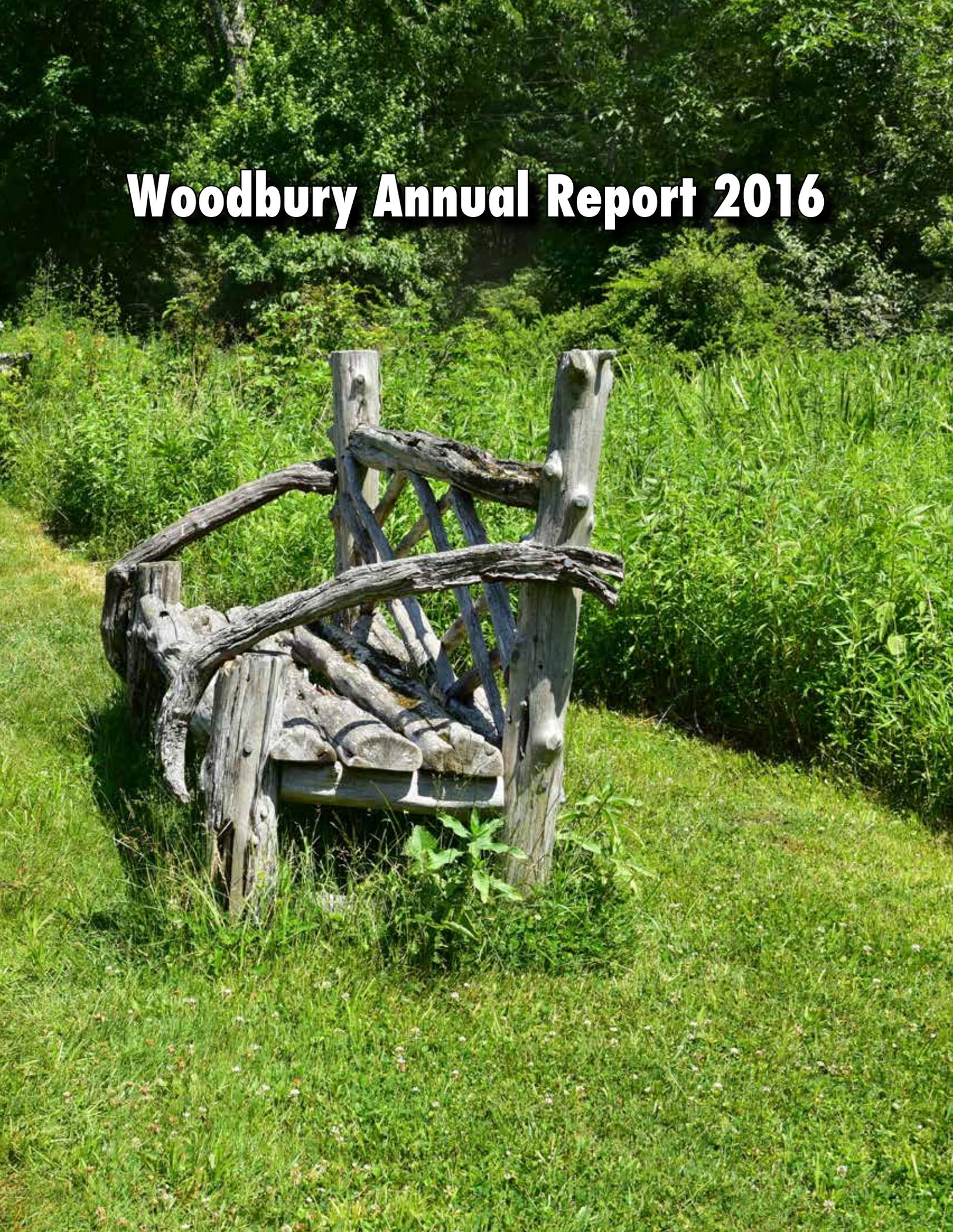


# Woodbury Annual Report 2016





RING THE BELL

*Photo, Courtesy of Flanders Nature Center*

Dear residents and Friends of the Woodbury Community,

This Annual Report is presented by the Board of Finance in accordance with the Town of Woodbury Charter and the Connecticut General Statutes. Department heads, and Board and Commission chairs have provided the information and reports here for the Fiscal Year July 1, 2015 through June 30, 2016.

Although primarily a financial summary, this Annual also serves to provide an insight into the workings of the town and an introduction to the professionals who make Woodbury their careers and the volunteers who devote their time and skills to help make our town a great place to call home.

Our thanks go to Flanders Nature Center, an important element of the natural beauty of our community, for the beautiful cover photographs.

**Woodbury Board of Finance**

Alex DeSorbo, Chairman  
Forrest S. Love, Vice Chairman  
Michael Cunningham  
Nancy Grasing  
William Monti  
Steven J. Tranguch

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## **BOARDS, COMMISSIONS and COMMITTEES:**



### **BOARD OF SELECTMEN**

#### ***William J. Butterly, Jr., First Selectman***

There is a big change in the atmosphere here in Woodbury. We felt it was coming when we wrote in these pages last year, but the overwhelming success of Fall Fest solidified our feelings. This Annual Report will tell you what the various departments and commissions have been doing since last year, so I would like to concentrate on the larger picture. The picture clearly shows the quality and vibrancy of life here in Woodbury that is becoming the envy of other communities.

WOW (What's On in Woodbury) led the way. WOW is the joint effort of the very creative directors of Library Services, the Senior Center and Park and Rec. They created many town wide programs as we reported last year, but we never thought that their main attraction, Fall Fest, would draw about 4,000 people to a ½ mile strip of Main Street last September. Folks raced pumpkins, meandered in the street and ate, while some children rolled on the banks and neighbors chatted with each other, in some cases for the first time in years. The day was a huge success and a great start to a year of community activities.

We delved into what community changes we may want along Main Street with the visit of a Sustainable Design Assessment team (SDAT) conducted by the American Institute of Architects. We simple call it "Imagine Main Street." The SDAT team spent 3 days interviewing residents, businesses, and

developers, as well as town commission and board members. Their work culminated in an inch thick report that was received last February, and a special Ad Hoc committee is reviewing the suggestions contained therein. Stand by!

This year also saw the return of Earth Day to Hollow Park, this time sponsored by the Pomperaug Watershed Coalition. The event attracted about 5,000 people. Our local theater group, CTAW, has also been wildly successful, as was Shakespeare in the Park and summer concert series in the Town Hall and Hollow Park. One of the benefits of holding events at The Hollow is that it gives taxpayers who don't normally frequent the park a chance to see their tax dollars at work on our fields, which are in excellent condition. In fact, a lifelong Woodbury resident who attended Earth Day went out of his way to tell us that the fields are in the best condition that he has ever seen.

Other places where the taxpayers' dollars are at work include the new audio visual equipment in the main hall of the Senior Center where most of our town meetings are held and where we have Friday nights at the movies. The town in co-operation purchased the system with past contributions to the center. The Highway Department purchased construction equipment, some new and some used, that has allowed us to use town employees to do a large part of the major road improvement projects approved in last year's bonding package. Thus, we saved on the equipment purchases and on the road work.

Soon we will complete the purchase of the two large parcels of land, known as Reservoir Property, from the Aquarion Water Company, a purchase overwhelmingly supported by voters in a spring referendum. We were able to get state funding in the amount of \$1,500,000--the largest grant ever given for open space purchase in the state.

Speaking of grants, we were also able to secure a \$400,000 Small Cities Block Grant that will allow people who qualify to obtain funding to do needed updates and repairs to their property. Well-maintained properties benefit all Woodbury homeowners. For more details contact the Selectmen's office.

Space prevents us from expounding further. We hope that what you have read

coupled with the natural beauty of our town will encourage you to join us on boards and commissions and to be good stewards of what we have inherited from those who gave so much before us.

The Board of Selectmen held a total of 25 meetings in FY 2015-16. Meeting attendance: William Butterly – 100%; Barbara Perkinson – 100%; Michael Gransky – 100%. Martin Overton – 67% (term ended in Nov '15).

### **AQUIFER PROTECTION AGENCY**

***Robert Clarke, Chairman***

During the fiscal year 2015-2016 the Aquifer Protection Agency reviewed and approved 4 Municipal Registrations for Regulated Activities, one of which was later determined unnecessary by the CT DEEP.

The Aquifer Protection Agency meets quarterly and in 2015-2016 the Agency held 5 regular meetings. Meeting attendance: Robert Clarke (Chair.) - 100%; Charles Cosgriff – 0% (of eligible meetings): Theodore Tietz, Jr. – 100%; Jon Quint - 80%; Beverly Deickler – 100%; David Lampart (alt., then regular member as of Dec 2015) - 60%; Jack Well (alt.) - 80%; Thomas Amatruda (alt.) - 50% (of eligible meetings); Robert Maciulewski (alt.) - 75% (of eligible meetings).

### **BOARD OF ASSESSMENT APPEALS**

***Bonnie Sherman, Chairman***

The Board of Assessment Appeals had one meeting in September of 2015 for motor vehicles and two meetings in April 2016 for real estate, personal property, and motor vehicles combined. There were no appeals for motor vehicles in September 2015. In the month of April 2016, there were fourteen applications for real estate. Three of the fourteen withdrew prior to the meeting; one incomplete application did not appear. Of the remaining ten appeals, the Board made no changes to

six, three had reductions, and one was increased.

There are three elected members on the board, two alternates, with a third alternate to be added in 2016 per the recent charter revisions. Linda Leigh serves as the Clerk for the Board. Nancy Mackey who was appointed to fill a vacancy last summer was elected in November 2015 and voted by the Board to be the Vice Chairman. Bonnie Sherman was re-elected in November 2015 and was voted by the Board to be the Chairman. Richard Snider and Kenneth (David) Schultz were appointed as alternates in accordance with the charter revisions in 2015 and subsequently appointed as a regular Board member in April 2016 to replace Constance Jones\*. The open alternate position created by Mr. Schultz's appointment as a regular board member.

In November 2017, there will be an election for this vacancy and for the one additional alternate member being appointed this year. In November of 2019, there will be an election for two regular members and the two alternates members recently appointed in 2015.

The Board would like to acknowledge the service of Constance Jones, who passed away on January 29, 2016. Constance served as a member of the Board since December 2009 and working with Connie was an education. She knew the town extremely well and because of her real estate background, she was familiar with most of the properties and people in town. She brought her dry wit and honesty with her to each meeting and never held back when she believed in something - she was generally right! Connie will be sorely missed as a member of this committee and as part of the Woodbury community.

**Meeting attendance:** Constance Jones - 0% September 2015 only; Nancy Mackey - 100% September 2015 and April 2016; Bonnie Sherman - 100% September 2015 and April 2016; Kenneth (David) Schultz -100% April 2016; Richard Snider (alt) - 100% April 2016.

## BUSINESS & ECONOMIC DEVELOPMENT COMMITTEE

*Joe Donato, Chairman*

Accomplishments in fiscal 2015-2016 of the committee included:

- Participation in the SDAT initiative
- Meeting with Jim Whitney from the Connecticut Board of Tourism and Owner of Woodbury Ski & Racquet Scott DeMatto
- Organized a successful “Shakesperience” event with the proceeds of the event going to the Hollow Park Playground Fund and Community Services Council of Woodbury

The committee held 23 meetings during the year. Meeting attendance: Joe Donato – 96%; Ray Manzi – 78%; Paul Luchetti – 83%; Karen Reddington Hughes – 83%; Jack Well – 83%; Robert Clarke – 91%; Irene Hanley – 100%

## COMMISSION FOR SENIORS

*Sharon Botelle-Sherman, Chairman*

The Woodbury Commission for Seniors (CFS) primary goal is to study the conditions and needs of Woodbury residents, ages 60+, in relation to housing, economics, employment, health, recreational and other matters.

### Goals:

- **Advocate legislatively** at the local, state and federal level on matters that affect senior residents.
- **Action/Results:** The CFS corresponded with all state and federal legislators regarding state and federal cuts to the Meals on Wheels program. Our senators, congresswoman and state legislators responded with requests for more information and indicated they would work to restore Meals on Wheels program funds.
- **Review senior data**, especially transportation, and make recommendations regarding senior programs and services.
- **Action/Results:** Monthly statistical reports provided by the Director of Senior Services were reviewed. The CFS supported the Director’s efforts to secure a new

handicapped-accessible bus through the state transportation grant funding process.

- **Continue to address the issue of affordable senior housing** for Woodbury. The senior housing assessment started in 2014 was completed in 2015.
- **Action/Results:** *The senior housing study revealed that affordable housing for ALL residents should be considered a top Town priority.* The results of the senior housing assessment were then shared with the SDAT/Imagine Woodbury Team and disseminated to residents, stakeholders and appropriate Town boards/commissions, including the Board of Selectmen.
- **Facilitate Senior Community Center Department Planning** using the Florida Senior Center Evaluation Tool Kit.
- **Action/Results:** The CFS has embarked on using the Florida Senior Center Evaluation Tool Kit to survey Senior Center participants. This will be helpful in obtaining feedback and assist in improving Woodbury Senior Community Center programs and services.
- **Assist the Senior Community Center with outreach efforts** (e.g. Telephone Reassurance Program, Meals on China, Handyman or Chore Project, Chimney Cleaning with Groupon and Fall Open House).
- **Action/Results:** The CFS has plans to assist Senior Community Center personnel with the 2016 Fall Open House at the Center.

Our community is fortunate to have excellent Senior Community Center leadership and personnel providing a vibrant and active Senior Community Center.

Meeting attendance in FY 2015-2016 (10 meetings): Peter Arnold - 90%; Bea Arneson - 80%; Sharon Botelle-Sherman -100%; Robert Budney - 90%; Dale White - 100%; Darylle Willenbrock (alt) - 60%; Dana Manzi (alt) - 60% (appointed Jan. 2016).

## **CONSERVATION COMMISSION**

*David Taylor, Chairman*

*Dick Leavenworth, Chairman (Through February 25, 2016)*

When the Conservation Commission was established in 1965, they were asked for a priority list of open space parcels to be preserved. These were the Woodbury Reservoir, The Hollow, Orenaug Park and the Pomperaug River Corridor.

More than fifty years have passed. The Hollow consists of nearly 100 acres, Orenaug Park has grown from 11 to 80 acres and Three Rivers Park adds considerable open space along the Pomperaug, Nonnewaug and Weekepeemee Rivers.

Last year, with approval from the State of Connecticut, the Town of Woodbury and the Aquarion Water Company entered into negotiations on the Reservoir property. In 2016, the residents of Woodbury voted overwhelmingly to purchase the property with the help of a grant from the State.

The 240 Acres comprising the Reservoir property are exceptionally scenic and connect to other open space parcels. The property provides important watershed protection and a green space corridor between the towns of Woodbury, Middlebury and Southbury.

Our Litter Control Program has received regional and state recognition. Two town-wide cleanups, spring and fall, are held each year and now we have more than 65 miles of town roads being picked up by "Adopt-A-Road" volunteers on a regular basis.

The Commission held 10 regular monthly meetings and 1 Special Meeting in FY 2015-2016. Meeting attendance: Dick Leavenworth -100%; David Taylor – 91%; Joanne King - 100% (of eligible meetings); Jeff Sherman - 100%; Lori Hart - 90% (of eligible meetings); Skip Hobson - 100%; Lesa Peters – 100% (of eligible meetings).

## **BOARD OF FIRE COMMISSIONERS**

*James Arndt, Chairman*

During this fiscal year The Woodbury Volunteer Fire Department has had a nominal membership turnover. The department

continues to maintain an active and dedicated roster of members spending countless hours training, maintaining equipment and responding to all emergencies they are called to. The dedication from all the officers and firefighters continues to make the department an example for other departments to follow.

During this fiscal year the department received a "Cascade" system for the filling of air bottles required to enter hazardous atmospheres that they may encounter. This new piece of equipment replaced an old system that was included on the Department's purchasing plan.

A new Brush Truck is currently nearing completion and has included many hours in planning and design. We look forward to seeing its delivery shortly.

Each fiscal year all the departments in town continue to tighten their belts and make the taxpayer's dollar go as far as possible. With guidance from elected officials and careful planning by Fire Chief Morgan and The Board of Fire Commissioners, the fire department continues to provide the required services in an efficient and economical manner. The Board of Fire Commissioners held 12 regular meetings.

Meeting attendance: James Arndt - 100%; Anne Elsenboss - 82%; D.Mirabilio - 55%; M.Gransky - 82%; Tom Woodward -100%.

## **HISTORIC DISTRICT COMMISSION**

*Susan Cheatham, Chairman*

Woodbury is very fortunate to have a rich cultural history. This history manifests itself in the many well-preserved examples of early architecture found along both Main Street North and Main Street South. Two Historic Districts founded by authority granted to the Town of Woodbury under Chapter 97a of the Connecticut General Statutes are located along portions of Main Street North and Main Street South. The preservation of these historic structures and the areas in which they have survived is the main purpose of the Historic District Commission. The Commission is responsible for regulating structures, signs and site development activities within the Town's two Historic Districts.

The Commission held 11 regular meetings and 1 Special Meeting in the fiscal year 2015-2016 during which 15 applications were reviewed. Of these applications, 9 were approved, 2 withdrawn, 1 denied, 1 determination that no application was required and 2 public hearings set for the next fiscal year. There were two proposed regulation amendments, of which one was approved and the other withdrawn.

Meeting attendance: Susan Cheatham (Chairman as of January 2016) – 92%; William Drakeley, Jr. (Chairman, through end of 2015) – 50%; Maureen Donnarumma –92%; Lois Fiftal – 83%; Frank Sherer - 75%; Nancy Bailey (alternate) - 75%; Marc Kroll (alternate) - 75%; Robert Kolesnik, Jr. (alternate 2015, Full member 2016) - 83%; Gene Crawford (alternate) – 67% of eligible meetings; Judith Kelz (alternate) – 100% of eligible meetings.

## **INLAND WETLANDS & WATERCOURSES AGENCY**

***Mary Tyrrell, Chairman***

Wetlands and watercourses are irreplaceable natural resources that help to define Woodbury's character and contribute significantly to quality of life. Regulation of our wetland resources provides residents with a variety of benefits including protection against flooding, safe drinking water through protection of important ground water recharge sources, a diverse habitat for both plants and animals, and preservation of open space.

As provided in the State Inland Wetlands and Watercourses Act, the Woodbury Inland Wetlands and Watercourses Agency regulates construction and land use activities within wetlands and within a 100 foot regulated upland review area surrounding all wetlands and within a 500 foot regulated area of all vernal pools. The primary purpose of the Agency is to ensure that any development, filling or dredging activity avoids or reduces potential impacts to the wetlands resource.

The agency reviewed 30 applications covering a variety of regulated activities in 2015-2016, of which 25 were approved, 4 were withdrawn and 1 remains under review at the

end of the Fiscal Year. Also reviewed were two permit extension requests, a permit renewal and an approval of modified plans. The Land Use Enforcement Officer, as agent, performs inspections and provides reports and recommendations to the Agency. Eight wetlands enforcement issues were inspected in the fiscal year. The agency held 21 Regular meetings and 6 Special Meetings in FY 2015-2016.

Meeting attendance: Mary Tyrrell – 100%; Charles Lewis – 78%; Martha Newell – 78%; Sue Windesheim – 78%; Ernest Werner – 89%; Donald Richards (alt.) – 81%; Michael Gransky (alt.) - 86% (of eligible meetings); Wes Clow (alt.) – 63% (of eligible meetings, absences due to extenuating circumstances); Andrew Lampart – 69% (of eligible meetings).

## **LIBRARY BOARD OF TRUSTEES**

***Leslie S. Lebl, Chair***

The Library Board of Trustees and staff continued its project to renovate and enhance the library gallery, one of Woodbury's few large public meeting rooms. The Hartford-based Tecton Architects produced a set of drawings proposing to replace the room's four columns with steel beams to enhance circulation in the room as well as to improve visibility for films, dances, speakers, or other presentations, eliminating the current problem of "obstructed view" seats. The plans also call for installation of a new audiovisual system (using funds donated by the Friends of the Library for that purpose), reworking of the room's acoustics, upgrading the lighting, and refurbishing the walls and floor. The drawings are now under review by the Town's Public Building Commission.

Finally, the Library Board complied with its statutory requirements by conducting a full review of library policies and guidance, updating where necessary to ensure an efficient and transparent management of this important community resource.

The Board thanks former member George Madsen, who resigned in July 15, for his leadership. The Library Board of Trustees

held 9 regular meetings and 6 special meetings.

Meeting attendance: Jean Carnese (100%); Jane Donn (90%); Joyce Drakeley (100%); (Linda Grayson (100%); Sylvia Herbstritt (100%); Leslie Lebl (100%); George Madsen (100%); Barbara Potter (100%); David Schultz (80%); Diana Chamberlain, Alternate (80%); Bonnie Sherman, Alternate (100%).

**OPEN SPACE INVENTORY AD HOC COMMITTEE**

***Walter Kazmierski - Chairman***

Mission: Prepare a list of public record open space properties, both public & private, open space access ways, open space easements in the Town of Woodbury and provide this information to the Town Planner for their use and exporting to NVCOG.

Status: Final review of the inventory data and coordination with the Town Planner for submittal to Naugatuck Valley Council of Governments expected by September 2016.

Number of Meetings - 2 (all members attended all meetings): Walter Kazmierski, Sharon Feeley, David Taylor, Geoffrey Whan.

**PARKS & RECREATION  
*Timothy Drakeley. Chairman***

Please refer to the Director’s report under Town Departments.

The Park and Recreation Commission held 13 meetings (11 regular, 2 special) in 2015-16.

Meeting attendance: A. Bourgeois - 72%; A. DeLessio-Matta -100%; T. Drakeley - 81%; L. Gamsjager - 81%; K. Nichols - 90%; R. Taurick - 45%; D. West - 50%.

**PLANNING COMMISSION  
*Katy Sherer, Chairman***

The Planning Commission reviewed and approved a request to modify subdivision bonding, a request to modify a permit to

approve tree clearing, reviewed and approved two 8-24 Referrals from the Town of Woodbury (one to consider taking property in lieu of foreclosure in settlement of tax claim and the other to consider deeding property taken in lieu of foreclosure to abutting property owner), approved a 6-Lot Residential Subdivision and considered a 12-Lot Residential Subdivision.

It considered four 8-3 Referrals from the Zoning Commission regarding Zoning Regulation Amendments, approving three and denying one. A request for 90-Day extension for filing a Record Map was granted, as well as a partial bond release Request.

In addition, the Commission focused meeting discussions on items in the Plan of Conservation and Development.

The Annual *Bernard Rosenberg Award* for 2015 was presented to Charlie Lewis in recognition of the decades of the loving effort that he has contributed to the benefit of Woodbury. Each year the Commission accepts nominations for outstanding volunteer service and recognizes that service through this award, given in memory of former commission member Bernard Rosenberg. The Planning Commission held **11** Regular Meetings and **1** Special Meeting in 2015-2016.

Meeting attendance: Robert Travers (Chair. Through 2015) – 100% (of eligible meetings); Katy Sherer (alt. through 2015/Chair. 2016) – 75%; Mary Connolly – 75%; Eileen Denver – 92%; Joel Serota 58%; Louis Alba – 75%; Mike Berez (alt.) - 0% (of eligible meetings); Andrew Chapman (alt.) – 75%; Ruth Melchiori (alt.) – 100% (of eligible meetings); Kenneth Schultz (alt.) – 100% (of eligible meetings).

**PUBLIC BUILDING COMMISSION  
*Frank A. Pacilio, PE, Chairman***

The Public Building Commission addressed the following projects in FY 2015-16:

Parker Academy: Discussions pertaining to a sloped walkway between the Library & the Boyd building.

Old Town Clerk's Office: Interviewed the low bidder to renovate the Old Town Clerk's Office.

Library Renovation: Discussions with representatives from the Library Board pertaining to removal of the posts in the Multi-Media room (2015). Reviewed Tecton's Drawings & offered comments (2016).

Quassak Rd. Firehouse: Participated in interviews with architectural firms bidding on the repair of the firehouse roof. Reviewed submitted bids, & recommended to the Board of Selectmen the most qualified bidder.

Five meetings were held. Meeting attendance: Frank Pacilio - 100%; Peter Sola - 60%; Victor Faggella - 80%; John-Paolo Fernandes - 100%; Christopher Laux - 100% (resigned 2015); Ted Harte - 0% (resigned 2015).

### **SHADE TREE AND SIDEWALK COMMITTEE** ***K. Campbell, Chair***

The Woodbury Shade Tree and Sidewalk Committee continued its program of Shade Tree planting and maintenance during the past fiscal year. The Committee discussed the condition of the town sidewalks that need some repairs. The long-standing recommendation for additional sections of sidewalk was also noted.

The Committee agreed to fund a demonstration sidewalk improvement in cooperation with Public Works. Further, work on sidewalks will be based on mapping of the system and available Town funding. Once again this year, hands-on tree care courses were presented by Bud Neal in the spring.

Many thanks for the generosity of donors to the annual funding drive makes the tree and sidewalk programs possible.

Meeting attendance: K. Campbell - 100%; D. Garred - 100%; D. Monckton - 29%; M. Pieper - 43%; P. Steponaitis - 57%; J. Thomas - 0%; L. Warner - 100%; T. Zissu - 100%.

### **RETIREMENT & PENSION BOARD** **Eugene F. Shugrue, Chairman**

The Woodbury Pension Board is responsible for the prudent management and investment of the pension assets held in trust for Town employees eligible for retirement benefits. Pension fund assets, held at Wells Fargo Bank, NA, as of June 30, 2016 were valued at \$5,578,046.17 compared to \$5,537,203.39 as of July 1, 2015.

According to the actuarial adviser to the Pension Board, the Pension Plan's assets are adequate to meet our retirees' current and future benefits. For fiscal year end June 30, 2016, our Actuary recommended a Plan contribution of \$469,632. The Pension Board voted and approved a \$476,796.33 Town of Woodbury contribution that was funded in fiscal year July 2015 to June 2016.

For fiscal year end June 30, 2017, our Actuary recommended a Plan contribution of \$538,868. The Pension Board voted and approved a \$575,000 Town of Woodbury contribution that has been included in next year's budget (fiscal year July 2016 to June 2017). Contribution levels at or above the Actuary's recommended amount insures adequate Plan fund levels for future retirement benefits. To properly manage Plan assets we utilized competent outside actuarial and investment advisors including BPS&M of Brentwood, TN and Wells Fargo Bank, NA.

Given the volatile conditions in the global capital markets, slowly improving economic climate and record low interest rate environment, the Pension Board's investment policies and strategies were reviewed and deemed to be appropriate during the past year. Given this environment, Plan assets grew by slightly under \$40,000 during this same time period.

The Pension Board met four times over the past year, three regular meetings and one special meeting. These meetings were held to monitor the performance of the Pension Plan assets, approve Plan payouts, elect Pension Board Officers and working with outside advisors, assess the adequacy of the Plan's Investment Policy and strategies. Both Actuarial Advisors and Investment Advisors participated in several of these meetings. Town

Treasurer/Chief Fiscal Officer Manuel Gomes, Town Personnel Administrator, Sarah Wirtes, and First Selectman William Butterly were also present at several of these meetings. Plan actuarial assumptions and attributes were improved to recognize SOA Small Plan Table (from 2003 study), changes in general mortality rates, changes in Plan participant retirement ages, benefit accruals, amortization schedule changes and closer alignment with GASB requirements.

A quorum was present at all Pension Board meetings. Meeting attendance: Mike Cunningham - 50%, Marc Kroll - 100%, Peter Mastroianni - 100%, Eugene Shugrue - 75% and Robert Taylor - 100%.

**TROLLEY BED PLANNING  
ad hoc COMMITTEE  
*Robert Travers, Chairman***

The Trolley Bed Planning Committee was created by the Board of Selectmen in April 2016 and charged with the task of preparing a usage document for the Aquarion Reservoir Property that the Town expects to finalize purchase before the end of the year.

Meetings generally occur at 7:00 on second and fourth Mondays of the month. The committee met five times between the appointment of its members and the June 30<sup>th</sup> close of the fiscal year.

The focus of those meetings was presentations by a series of people with extensive familiarity with using, managing and protecting woodland or park properties. Some presenters have been involved for a significant period of time with town efforts to acquire the Aquarion property--in particular for recreational and open space uses.

When the committee's document is completed, it will be submitted to the Board of Selectmen for approval or for modification and approval.

Meeting attendance: Nancy Bailey - 100%; Tom Ecsedy - 100%; Terri Hale - 100%; Ron Taurick - 80%; Dave Taylor - 80%; Bob Travers - 100%; Chris Wood - 100%.

**TRUSTEES OF TOWN FUNDS  
*Andrew Sherman, Chairman***

From time to time, individuals or other entities may donate funds in trust to the Town of Woodbury to be used for specific purposes as directed by the donors. For example, gifts have been designated for education (such as prize money for scholarships), for assistance to residents in financial need, for the library, and for public works including maintenance of local roads and Town buildings.

The Town Charter provides for three individuals to be appointed by the Board of Selectmen to serve at will as Trustees of Town Funds. They are responsible for the administration and investment of the funds held in trust. In some instances, a donor may impose specific conditions on the administration of a trust, including the election of a single trustee. The Trustees of Town Funds ensure that these conditions are met. The chair of the Trustees of Town Funds has traditionally been appointed by the Town Meeting in November of each year to serve a one-year term as the single trustee for trusts requiring one. Throughout the fiscal year ended June 30, 2016, Andrew Sherman served as chair and as the elected single trustee.

Gifts administered by the Trustees may be made in one of two forms: either as directly expendable trusts, or as non-expendable permanent endowment trusts (which are then invested to generate expendable investment income held in associated expendable accounts). All funds held in trust are comingled and invested in accordance with state statutes, with policies of the Trustees and the Board of Selectmen, and subject to the specific terms of the trust documents under which the funds were donated. Investment income is allocated to expendable trusts and accounts on a pro rata basis. Currently, all trustee funds are held in a trust account at Fidelity Investments.

Generally, subject to the terms of applicable trust documents, the expendable funds administered by the Trustees of Town Funds may be used either for capital (one-time) expenses, or for recurring expenses. Some trust documents do not permit funds to be used for purposes that are ordinary

responsibilities of the Town or the regional school district, though they may permit expenditures to supplement funds used for such purposes. The Board of Selectmen directs the use of the expendable funds, subject to the fiduciary approval of the Trustees of Town Funds, and, in some cases, to the request and/or approval of other cognizant boards or commissions.

As of June 30, 2016, the aggregate balance held in non-expendable endowment trusts was \$586,375 and the aggregate balance held in expendable trusts was \$235,471. During the calendar year ended December 31, 2015, the rate of return on trust investments was approximately 1%, which was generally consistent with the overall performance of the types of conservative investments permitted by the Trustees' investment policy. The prior-year rate of return provides guidance to the Trustees and the Boards of Selectmen and Finance as to the amount of spending from trustee funds that would be prudent and sustainable for recurring expenditures.

During the fiscal year ended June 30, 2016, the Trustees authorized expenditures of \$5,000 for food vouchers for low-income residents; \$7,056 for musical instruments for use specifically at Nonnewaug High School; and \$450 for three scholarships to graduating seniors at Nonnewaug High School. The funds for these expenditures were drawn from a number of expendable trusts permitting such expenditures. The funds were transferred from the Trustees' Fidelity account to the Town Fiscal Office, which then issued checks following the Town's standard operating procedures.

As of July 1, 2015, the three Trustees were Andrew Sherman (chair), Heather Foster, and Charles Heaven. Effective July 20, 2015, Ms. Foster resigned as a trustee, and her position remained vacant until the Board of Selectmen appointed George Assenza to succeed her at their meeting of March 10, 2016.

On November 16, 2015, the Annual Town Meeting voted to appoint Mr. Sherman as the single trustee for the Roger B. Sherman Funds and the Frank Ward Strong School

Fund, to serve from November 16, 2015 until November 21, 2016.

The Trustees of Town Funds held four regular meetings. Meeting attendance: Andrew Sherman–100%; Charles Heaven–100%; Heather Foster–Not applicable (no meetings were held prior to Ms. Foster's resignation); George Assenza–100% (only 1 meeting occurred after Mr. Assenza's appointment).

## **ZONING COMMISSION**

### ***Robert Clarke, Chairman***

The Woodbury Zoning Commission establishes use districts in the Town of Woodbury and administers and enforces regulations applicable to most land use activities. The various use districts are designed to encourage harmony in land use and to avoid to the extent possible, close proximity of conflicting land uses.

The zoning review process ranges from administrative zoning permits to complex special permits and site development plans that require public hearings and extensive review. The construction of single family homes, pools, sheds, decks and similar projects may be reviewed and permitted by an agent of the Commission such as the Land Use (Zoning) Enforcement Officer or the Town Planner. More complex proposals, such as new commercial construction, certain multi-family housing developments, or changes of use within the specific districts, generally require a formal application and site plan review by the Commission in order to make an informed determination as to the proposal's compliance with local regulations. These reviews are conducted within the parameters set forth in the Connecticut General Statutes.

During the fiscal year 2015-2016 the Commission reviewed 24 applications (including Special Permits, Special Events Permits, Flood Plain Permits, Timber Permits, Changes of Use, Site Plan Modifications, and Zoning Regulation Amendments), all of which were approved (with the exception of one Regulation Amendment still in process at the end of the Fiscal year).

There were 5 New Business reviews also approved and 16 Enforcement Issues inspected. The Commission held 23 meetings.

Meeting attendance: Robert Clarke- 100%; Charles Cosgriff – 64% (of eligible meetings); Theodore Tietz, Jr. – 96%; Jon Quint - 91%; Beverly Deickler – 87%; David Lampart (alt. to full member in Dec. 2015) - 74%; Lawrence McDonald (alt.) – 50% (of eligible meetings); Jack Well (alt.) - 96% (of eligible meetings); Thomas Amatruda (alt.) - 71% (of eligible meetings); Robert G. Maciulewski (alt.) - 92% (of eligible meetings).

### **ZONING BOARD OF APPEALS** *Michael Novak, Chairman*

The Zoning Board of Appeals is responsible to consider requests for variances from provisions of the zoning regulations, special exceptions for changes of non-conforming uses, and appeals to rulings of the Zoning Enforcement Officer (ZEO).

The Board's decisions on variances to the zoning regulations are based on specific statutory guidelines regarding hardship created by unusual conditions affecting a parcel of land but not generally affecting the district in which it is situated. Hardships, therefore, cannot be personal in nature and are based on restrictive lot attributes that do not arise, or are not otherwise caused, by actions of the owner or applicant.

The Board considered 10 applications in the fiscal year 2015-2016 including 7 Variance Requests and 2 Special Exceptions for Change of Use (one application was withdrawn). All 9 applications were approved.

The Board held 10 regular meetings. Meeting attendance: Michael Novak– 70%; Joe Donato – 70%; Frank Kovacs – 60%; Ron Judson - 0%; Claudette Volage – 100%; Robert Ratzenberger (alt.) – 90%; Adam Goldberg (alt.) – 90%; Wayne Anderson (alt.) – 60%.

## **MUNICIPAL DEPARTMENTS**



### **ANIMAL CONTROL** *Judy Umstead, Animal Control Officer*

State Statute and Town Charter determine the duties and responsibilities of the Animal Control Department, but that is not where our responsibilities end. Our main objective is to promote safety and well-being for Woodbury residents and their pets. We take proactive measures to prevent animal cruelty by investigating all complaints. The majority of calls are not to impound animals but to educate the public to resolve issues. The Department provides assistance and guidance to residents so they may keep their pets in their home.

This year was difficult since we had so many sick or injured dogs dumped in town that we used the whole year's Veterinary budget in the first two months of the fiscal year. Fortunately, we had adopters who covered some of the expense and some wonderful donations to get us thru the year.

We continue to work closely with D.E.E.P to resolve the ever increasing wildlife issues. Education is key and we spend a lot of time fielding calls from concerned residents and resolving the issues. The bear calls have increased dramatically.

Woodbury residents continue to be compliant with dog licensing. All dogs six months of age and older are required by State Law to be licensed.

Measures continue to be taken to revitalize the animal shelter to make it more welcoming to town residents and a more

comfortable and safe environment for the animals in our care.

Since the last fiscal year we have received over 800 calls for information, guidance or help. While the number of dogs impounded remains consistent, conflicts with wildlife has increased, including bites to human or companion pets.

The following is a summary of department actions:

Impounded	55
Redeemed	40
Sold as Pets	14
Bites	6
Infractions	5



**ASSESSOR'S OFFICE**  
**Tammie Fiske, CCMA II, Assessor**

The final net assessment for the October 1, 2015 Grand List was \$1,137,984,431. This was an increase of .5095% from last year. Real estate increased by .2917%, motor vehicles decreased by 2.4373% and personal property increased by 2.9881%. The overall increase is typical for the current economy.

Significant effort is spent on researching and locating businesses being operated from home and adding them to the Grand List. Business owners should be aware that State Statute requires all businesses to declare Personal Property for tax purposes. Permits for operating all types of businesses can be obtained from the Land Use office and Trade names should be filed with the Town Clerk's

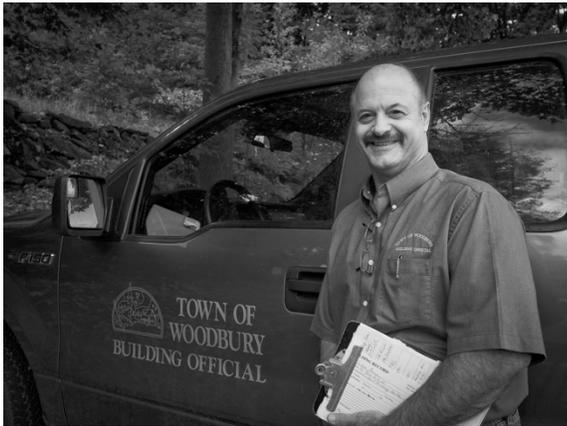
office. Personal Property forms are mailed out on or about October 1st each year to known businesses as a courtesy; however, failure to receive a form does not absolve a business owner from filing and a 25% penalty on the assessment will incur for not filing or late filing.

Commercial property owners are expected to submit an Income and Expense forms every year, except the year after the revaluation. Forms were sent out in the spring and were expected back on June 1st. If you have not submitted a form, please do so. This information is confidential, as it is used in determining the values on commercial properties during the time of revaluation. As a reminder, owners who do not return the form by June 1st each year will be subject to a 10% penalty on the assessment of the property as required by law.

We have placed various forms and applications on the Town's website for public access. Equality field cards are available online through the link to the GIS maps at [www.woodburyct.org](http://www.woodburyct.org). Taxpayers may view their current property information online or at our office. Assessment appeal forms are available in the Assessor's office and on the website under the assessor tab on February 1st each year.

We are gearing up for the State required 2018 revaluation by taking new photos and doing some of the inspections ourselves to save assessment firm cost.

Darcel Peters joined the Assessor's office in November 2015 as Assistant Assessor.



**BUILDING OFFICIAL**  
**Gary Testa, Building Inspector**

General responsibilities of the Building Official are to insure compliance Connecticut General Statutes Chapters 29 and 31, 2005 State Building Code and Chapter 4 of the Town Ordinances for all new structural, electrical, plumbing, and mechanical constructions to include issuance of all necessary building permits, collections of fees and all necessary inspections of work for permits issued. Prior to the issuing of a Building Permit, approvals may have to be obtained first from Land Use, Historic, Sanitation, Fire Marshal and Public Works.

The Town requires that Town taxes be paid before a Building Permit can be approved and issued for the construction or alteration of any building on any lot or parcel of land within the Town of Woodbury where past taxes are owed.

**Number of Building Permits 7/1/15 – 6/30/16**

New Single Family Dwellings	8
Alterations and Additions to SFD	92
New & Alterations Commercial	11
Accessory Structures (Garages/Barns/Sheds)	19
Pools & Hot Tubs	11
Mechanical Permits (Plb, Hvac, Elect.)	331
Roofing	80
Siding and Windows	31
Generators	27
Demolition	8
Tents	13
Woodstoves/Gas Log Sets/Pellet Stoves	29

Solar Installations	16
Decks	15
Total Value of Permits	\$11,966,469
Total of Fees Collected	\$97,797

\$ 587 of fees were waived for Town of Woodbury projects valued at \$66,183.



**SENIOR SERVICES**  
**Loryn Ray, Director**

The Department of Senior Services is located in the Woodbury Senior Community Center. The department provides direct and indirect services for those 60 years of age and better, designed to support older adults in the community and provide information and referral on age-related issues to residents of all ages in town. Services includes transportation, congregate and home delivered meals, social, outreach and support services in partnership with our Municipal Agent for the Elderly. Additionally, we provide health and wellness services, along with the full range of community programs at the Woodbury Senior Center. We also oversee rentals of the Senior Community Center, manage the Medical Equipment Loan Closet, ensure the readiness of the Center for use in emergency situations, and are one of three departments comprising WOW (What's On In Woodbury).

Last year, town seniors received 7,213 meals through the congregate and meals-on-wheels programs. These meals are funded through donations, grants, and federal funding. Thank you to all who donated through the Wheels for Meals fundraiser at local stores,

and to the volunteers who make it possible to deliver meals to our homebound seniors. Meals on China, a program which matches a homebound senior (and guest) with a restaurant meal to enjoy, continues.

Each week, the Senior Bus transports town seniors and adults with disabilities for work, shopping, appointments and errands. Last year the bus provided more than 5,400 trips. Seniors participated in 3,899 distinct senior center classes and programs; over 23,500 check-ins were logged at the Senior Center. Membership topped 1000 for the first time, with ages ranging from 60 to 98. 70 percent of members participated in more than one service or program. Physical fitness classes specifically designed for older adults remained in high demand; the Center logged 8,012 instances of seniors attending fitness classes. Other programs addressed needs for education on issues, brain fitness, avoiding isolation, civic engagement, social engagement, recreation and lifelong learning. Support services were provided through programs, support groups, and telephone and personal outreach: over 300 direct social services were provided by our town Municipal Agent. Assistance provided via telephone is a primary service for area seniors and their families: information and referral calls, along with assistance calls, general calls, and telephone reassurance calls, totals more than 800 calls per month. Volunteers logged more than 1,226 hours assisting in senior center programs, services and reassurance calls.

Health services provided at the center include blood pressure and weight monitoring, dental cleanings, foot care, health screenings, flu and pneumonia shots, and ask-a-nurse consultations. Last year, 260 instances of these programs were held. Programs designed to improve balance were a new offering last year, and were completed by 92 unduplicated people. Other programs addressed specific health concerns, adaptive equipment, insurance issues, and more. Medical equipment loans are made through the Loan Closet; 160 loans were made to the community last year.

Community partnerships remain strong. One highlight last year was the discount program for older homeowners offered with a

local business to provide chimney cleaning. Those who met income guidelines were supported with grant funds to ensure their chimneys were safe and clean for winter.

The Senior Center Community Building itself was well used throughout the year. In addition to being home to the Senior Services and Social Services departments and the Medical Loan Closet, residents used the building for 110 town-sponsored events, 14 WOW events, 10 blood donation drives, and 34 private rentals.



## **FIRE DEPARTMENT** *Janet Morgan, Chief*

The Woodbury Volunteer Fire Department responded to 352 incidents during the fiscal year with an average of 13 firefighters per call. The firefighters responded to many types of situations which included the following: Fires – structures, cars, brush, forest fires, dumpsters, chimney, cooking, Motor Vehicle Accidents, Search & Rescue, Rope Rescue, Cold Water, Hazardous Conditions – CO, gas leaks, power lines down, Fire Alarms, Elevator Emergencies, Good Intent Responses and Weather Emergencies. With an average engine response time (to the first engine on scene) of 8 min and 14 seconds our well trained, properly equipped, knowledgeable, professional Officers and Firefighters are dedicated to protecting the citizens of the Town of Woodbury.

The Department maintained its two Fire Stations and its 7 pieces of apparatus, 1 gator and the Hazmat trailer.

The officers for the year were:

Janet Morgan, Chief

Frank Morgan, Deputy Chief

Captains – Corey Shaker and Dave Lampart;

1st Lt. – Kurt Gengenbach and Ben Kiessler;

2<sup>nd</sup> Lt – Chris Start and Keith Northey;

Company Engineers – Don Harris (Chief Engineer) and Don Hutchins.

This year the department added two new trainees added to its ranks Our current roster of firefighters is 43 ~ 40 are active, 3 are trainees. Our goal is to reach a full roster of 70.

Training is always a big part of The WVFD. Firefighter I certification, approximately 160 hours of basic firefighting skills, is one of the first steps we encourage all of our trainees to obtain. This training allows them to perform almost all functions on an emergency scene. The total hours of training received by the firefighters this year was approximately 13,166 and all this took place along with their fire call responses and full time jobs.

The Association of the Woodbury Volunteer Fire Department continues to provide the funding for a Association/Department's website that keeps firefighters and the community up to date with current news and information. The address is: woodburyfd.org, please take the time to take a peek at it, it gets updated daily. There are pictures of events, fires and other "happenings". Both the Association and the Department use Facebook to spread the "news".

The Officers and Firefighters that make up the Woodbury Volunteer Fire Department continue to grow with the ever-changing needs of the Town of Woodbury and its residents. We are always looking for members. If you are a resident of the town or work a full time job in town and are over 18 years of age – consider stopping by and seeing what it takes to be a member. We are a great "family" to belong to and can always add another member!

## **FIRE MARSHAL** ***Janet Morgan, Marshal***

The Woodbury Fire Marshal's Office continues to ensure and enforce the statutory requirements as set forth by Connecticut General Statute Chapter 541, as well as numerous codes referenced throughout these statutes. Part of the code requires this office to annually inspect all buildings and facilities of public service and occupancies regulated by the Connecticut State Fire Safety Code. This covers all occupancies except one and two family dwellings and premises used for manufacturing. All the staff, as required, is constantly in training and educational classes in order to keep current with the ever-changing rules and regulations.

To eliminate hazards in new or existing structures, this office conducts a plan review prior to construction, occupancy change or renovations as State Code requires to ensure public safety and adherence to CT fire codes.

Required annual inspections are becoming completed with many less violations due to the cooperation property and business owners in the town doing all the little things that make the fire code and annual inspections work. They all understand the importance of fire and life safety have helped make Woodbury a safe place to shop, live and do business.

Of 586 occupancies that require this annual inspection, 580 were conducted. Due to scheduling the office could not inspect every occupancy before the end of the year. 102 occupancies were re-inspected because they were unprepared or did not meet Fire Code and needed time to make the necessary corrections. Re-inspections has decreased as property owners and occupants understand the importance on keeping up with fire safety.

The iPad and the Firehouse Software App continues to streamline the inspection progress. When an inspection is complete its report is immediately emailed to the property owner and many of the state forms needed to renew licenses can then be filled out and emailed right from the field. This means less paper, envelopes and mailing cost. The entire inspection process runs much smoother, taking

a few extra moments in the field but saving hours in the office.

The Fire Marshal's Office full time staff includes Administrative Assistant, Robin Tofield. The Deputy Marshals are – Mike Devine (DFM2), Brian Proulx (DFM3) and Ned Dalton (DFM4) and William Garms (DFM5) who perform inspections, investigate fires and perform other duties as requested by the Fire Marshal on an on-call basis.

The office investigated 89 incidents, issued 431 burning permits, and inspected 19 underground oil tank removals. 32 plan reviews were performed and numerous citizen inquires were addressed.

The Fire Marshal's Office maintains a website - woodburyfm.org. to help property owners understand fire code requirements from simple campfires to annual inspection. The website also contains rules, regulations and town ordinance information for brush burning permits and recreational burns.

The Fire Marshal's Office strives to raise the public awareness of Fire Prevention and make Woodbury a Fire Safe Community.



**POLICE/RESIDENT TROOPER'S OFFICE**  
***Sgt. Joseph Roden, Resident Trooper Supervisor***

The Town of Woodbury continues to contract with the State of Connecticut for the services of a Resident Trooper Sergeant who supervises the town's police staff, and has direct access to all of the resources of the Connecticut State Police for the town. The Resident Trooper's Office is comprised of the Resident Trooper Sergeant, an evening shift

Resident Trooper, seven (7) fulltime town police officers, and nine (9) part-time town police officers. All of the Woodbury Officers possess unique knowledge and experience, which have greatly enhanced the Resident Trooper's Office's ability to accomplish its mission. These officers have the experience and knowledge to investigate any incident with little need for additional outside assistance.

Between 7/01/2015 and 6/30/2016, the Resident Trooper's office, along with troopers from Troop L, Litchfield, responded to 7057 Calls for Service (CFS). This was a decrease from 7188 from the previous year.

These totals are broken down to include, but not limited to the following general categories; Alarms (409), Burglaries (10), Criminal Mischief (14), Disturbances (52), Domestic (17), DWI (10), Harassment (8), Larceny (49), Medical Assists (407), Missing Person (6), Narcotics (24), Patrol Check (2500), Robbery (0), Traffic Accident (268), Traffic Stop (1379), Untimely Death (10), and Administrative Services (197). While these listed categories are not all encompassing, they represent the majority of the total calls for service.

Woodbury remains one of Connecticut's safest communities to live in. Property crimes, such as burglaries and larcenies, typically relate to drug abuse. In an effort to combat drug abuse, the Resident Trooper's Office continues to work with the local prevention council, Advocates for Substance Abuse Prevention (ASAP). Twice a year the Resident Trooper's Office along with ASAP, takes part in the Drug Enforcement Administration's (DEA) Drug Take Back Program. This program encourages individuals to turn in unused or unneeded prescription drugs to help keep them out of the hands of children, and to ensure they are properly destroyed.

As in previous years, speeding is identified by town residents as a significant problem, particularly on the rural back roads. A grant for speed enforcement was applied for and awarded through the Department of Transportation to address speeding throughout town. The grant, in the sum of \$28,000 was used for additional radar units and extra speed enforcement shifts.

On November 13, 2015, Officer Dana Lent retired from full-time service after over twenty-five years of dedicated service to the town. As the senior member of the Resident Trooper's Office, Officer Lent possessed a wealth of knowledge about the town and its residents. He helped to start the DARE program that is taught to the 5<sup>th</sup> grade and built positive relationships with those he interacted with.

Our newest member is Officer John Covello who brings with him a tremendous amount of police expertise from his time as a Connecticut State Trooper and Sergeant.

The Resident Trooper's office works diligently with the Region 14 school district on safety and security issues, with the Resident Trooper being a member of the ad hoc safety and security committee. Additionally, the Resident Trooper's Office has been instrumental in the establishment of a Juvenile Review Board (JRB). This Board is designed to be a diversionary program for juveniles charged with minor crimes. It allows for the juvenile to receive consequences for minor crimes while keeping the juvenile out of the Juvenile Justice System.

In June 2015 Officers Marsh, Rockhill, Tokarz and Currier were awarded Meritorious Service Medals from the Department of Emergency Services and Public Protection, Department of State Police, for their work on a narcotics investigation which led to multiple arrests.

The Woodbury Resident Trooper's Office is dedicated to improve the quality of life for both Woodbury residents, businesses and visitors alike, serving the town by providing professional law enforcement of both state statutes and town ordinances. Law enforcement should be viewed as a partnership between the community and the police. Our town police officers possess a wealth of knowledge and experience that benefits the community and the initiatives undertaken by the Resident Trooper's Office are in direct response to the public's concerns.

Please do not hesitate to call or stop in to the Resident Troopers' Office with concerns or suggestions.



**REGISTRARS OF VOTERS**  
**Judith W. Henderson (R), Registrar**  
**Anne Cushman Schwaikert (D), Registrar**

Robert F. Clarke and Nancy Mackey continued in office as Democratic and Republican Deputy Registrars of Voters, respectively.

The registrars processed 551 new voter registrations (vs. 297 in 2015), 584 changes in registration (vs. 299) and 437 removals (vs. 357). Input for these actions came from registration cards submitted by mail, in person or online by voters, DMV records, notices from the Secretary of the State, and death notices.

Election Day Registration was offered for the Municipal Election. Thirty (30) voters availed themselves of this service.

The number of active electors in Woodbury as of June 30, 2016 vs. the same date in 2015 was:

Affiliation	June 30, 2015	June 30, 2016	Change
Democrat	1529	1723	194
Republican	2411	2514	103
Unaffiliated	2607	2453	-154
Other	192	178	-14
<b>Total</b>	<b>6739</b>	<b>6868</b>	<b>129</b>

In addition to maintaining the accuracy of Woodbury's voting records both in the paper files and the state database, the registrars processed over 100 voter lists, vote results, party enrollment reports and other reports for party committees, candidates and candidate committees, research companies and private individuals.

Due to state law, the annual Canvass of all Woodbury voters could not be processed and mailed out until after April 24<sup>th</sup>'s Presidential Preference Primary, yet had to be processed and mailed by midnight on 30 April. Over 200 Canvass notices were mailed to voters who could not be located in town and who had moved either within or out of town.

Registrars in the member towns of a regional school system are required to alternate conducting registration sessions at the high schools in the region. This year's registration was Bethlehem's turn.

Rather than request a paper registration card to be picked up in person or mailed, citizens who have a CT driver's license or state-issued identity card can now go to the Voter Registration page on the Secretary of the State's web site. Since spring, online registration has increased significantly.



**LAND USE DEPARTMENT**  
***Kathy Castagnetta, Town Planner***

The Land Use Department services the residents of Woodbury by assisting them with land use matters including answering questions regarding Zoning, Zoning Board of Appeals, Planning, Inland Wetlands and Historic District Regulations and the Land Use application process.

The Land Use Department provides support to the Land Use Commissions, Boards and Agencies by reviewing applications, enforcing regulations, drafting regulations and providing administrative support including posting of agendas, legal notices and

supervision of land use clerks and ensuring compliance with all statutory requirements. Other functions of the Land Use Department include preparation of grant applications, preparation of the Town MS4 Stormwater Permit application as well as support the various ad-hoc committees, as requested. During the past fiscal year, the Land Use Department accomplished the following:

- Continued the implementation of the 2010 Plan of Conservation and Development including approval of new Zoning regulations regarding Non-Conforming Structures and Temporary Uses including streamlining the Special Event procedures.
- Continued discussion of Sign regulations relative to temporary signs and the impact of the Supreme Court decision on sign regulations.
- Began public hearing process regarding revisions to Home Occupation Regulations.
- Adopted a new fee schedule and revised Zoning Application forms.
- Restructured departmental staff including modification of hours for Town Planner to 30 hours per week and Land Use Enforcement Officer to 25 hours per week.
- Participated in the AIA SDAT project and began review of the SDAT report as it relates to POCD update.
- Continued coordination with other town staff at weekly Development Services Team meetings regarding town development projects.
- Prepared grant application for a Community Forest Grant and a NAWCA grant, both relating to acquisition of the Woodbury Reservoir property.
- Continued review, organization and consolidation of 60 years of Woodbury Land Use records to enhance document retrieval.
- Submitted first Annual MS4 Report in several years to DEEP. Received grade of "Fair".
- Zoning Commission held two workshops with developers and realtors to discuss housing needs and concerns in Woodbury.
- Began review of Inland Wetlands Regulations.
- Reorganized Land Use Office to be more welcoming and user friendly.

- The Land Use Enforcement Officer completed CAZEO training and is now a Certified Zoning Enforcement Technician.
- The LUEO and Town Planner completed the DEEP IWWA training.

The following applications and permits were processed during the fiscal year-

Historic District Commission:

15 Applications

Inland Wetlands & Watercourses Agency:

30 Applications; 8 Enforcement issues

Planning Commission:

2 Subdivision Applications,

2 8-24 Referrals,

4 8-3i referrals

Zoning Board of Appeals:

10 Applications

Zoning Commission:

24 Applications,

5 Reviews for New Business/Tenants,

16 Enforcement issues

Zoning permits - 93

Goals for next year include:

- Facilitate relocation of the Woodbury sign from the Bicentennial Green to a chosen and approved location near the Old Schoolhouse.
- Facilitate reposting of the Woodbury Historic District Sign that was knocked down.
- Improve coordination and communication between boards, agencies and commissions.
- Hold joint meetings with Planning and Zoning to discuss proposed zoning regulation amendments.
- Revise Zoning Regulations including Signs, Main Street Design District, Garden Apartment District and other regulations regarding housing.
- Review DEEP model IWWA regulations once they are available.
- Submit NAWCA grant once opportunity and instructions are posted.
- Continue discussions and recommendations to the Board of Selectmen for a Property Nuisance Ordinance, a Municipal Citation Ordinance and possibly a Farmland Preservation Committee.
- Support the SDAT Committee, Sidewalk and Shade Tree Committee and the Trolley Bed Trail Committee.
- Begin discussions regarding the 2020 POCD.
- Continue Development Services Team meetings.

- Improve communication between the Woodbury Business and Economic Development Committee and the Land Use Office.
- Continue Land Use Records organization and consolidation.
- Continue staff development with the Land Use Enforcement Officer completing steps to become a CAZEO certified Enforcement Officer.
- Improve the quality of DEEP MS4 Storm water Permit application.



**PARKS & RECREATION**  
**Jenifer Miller, Director**

This year the Commission updated the Department Mission and Goals as the advocate of wellness, healthy living and recreational activities for the individual and the community of Woodbury.

The Department offered a wide variety of over 150 programs and activities for all ages. Some different summer programs such as basketball for Girls and Art in the Park were included. In the fall, after school Lego and 'turn it up' were added, as well as a new and well-received flag football program for children.

The department continued to lead the annual events such as the Egg Hunt, Memorial Day Parade and Tree Lighting with great turn-outs to all. A volunteer group organized Trick or Trunk and the department assisted in the event.

There are six youth and adult sports organizations that use the parks on a regular basis for their activity. Thanks to the diligence of our park staff, the parks are in good shape

for all activities. This past year irrigation was installed at Hollow Park on the Upper Field and Baseball Field 1 can now be watered using a hose and sprinkler system. These are two of the most heavily used fields for recreation activity. The Department was also able to replace a very old "infield pro" used to maintain the baseball/softball fields and a tractor for general park work. These two replacement pieces of equipment have already reaped great benefits. We have been able to do much more work in-house saving costs on outside contractors used in the past and the response from the teams using these fields has been very positive.

We continue to support community and cultural opportunities in Woodbury. This past year saw the return of Earth Day, sponsored by the Pomperaug River Watershed Coalition, to Hollow Park. Earth Day welcomed over 5,000 visitors to our community. Summer concerts and monthly Friday night movies during the fall and winter were popular and well attended.

Community Theater at Woodbury (CTAW) held four successful productions at Old Town Hall and has scheduled four more productions this coming year. Community and cultural activities bring visitors to our Town and provide a wonderful engaging social opportunity for residents.

The Parks and Recreation Department has maintained an online presence for more than a decade. Program participants are able to access the website to view and register for programs, find information about events, parks and directions to our facilities. The Department has a Facebook page with daily postings. This year 226 community messages were sent out with information to interested residents about programs and community activities. The Department also releases monthly newsletters highlighting the upcoming programs and activities.

A Playground Committee was formed November 2015 to determine what would replace the playground at Hollow Park which is almost 20 years old. After surveying the community and Region 14 school children, elements for a new playground were identified. In addition to funds already allocated by the Town, the committee will also be seeking grants and conduct fund raising to bring in

additional funds. It is our hope that the new playground will be installed by summer 2017.

A committee was also formed to review the results of a survey, assess historical information about its usage and consider possible options for future use of the Hollow Pond. Once the commission has reviewed the options, a recommendation is expected by December 2016 for the Board of Selectmen.

The WOW (What's on in Woodbury) collaboration with the Library and Senior Services has had a very successful first year with activities like the Fall Festival, Pumpkin Derby, Movie Nights, and Love is in the Chair. We will continue these efforts to provide more opportunities for residents and visitors.

Thank you to the many businesses, residents, town staff and organizations who support the Department and Commission's efforts to provide recreational opportunity in Woodbury.

After a little over three years, Jordan Veach, the Department of Parks and Recreation Clerk, is leaving. We want to thank her for the energy, enthusiasm and hard work she brought to the job. We wish her well.

## **REGION 22 PROBATE DISTRICT** ***Domenick N. Calabrese, Judge of Probate***

In 2015, The Region 22 Probate District completed fourth year of service to approximately 73,000 residents in Woodbury, Bethlehem, Oakville, Watertown, Washington, Southbury, Roxbury, and Oxford.

Those who use the court usually have experienced the loss of a loved one, or are dealing with a family member who may no longer be able to care for themselves. Understanding the stress and difficulties that families face, the court and staff focus on providing personal, helpful service that people deserve from their probate court.

This year, the court processed applications for decedent's estates, trusts, guardianships of adults with intellectual disability, changes of name, conservatorships, and guardianships of the estate of minors.

In addition, Judge Calabrese presided over many children's matters in the Waterbury Regional Children's Court. The Region 22

Probate District participates in the regional children’s court because it provides an additional level of resources particularly helpful to families in crisis. These resources are not available outside the regional children’s courts. Probate Court Officers, who have master’s degrees in social work and extensive experience working with children and families, are available to families involved in matters in the children’s court. Probate Court Officers meet with families outside of hearings and help them access critical resources to help them work through problems and challenges under the oversight of the court.

During the year, Judge Calabrese conducted free seminars on a variety of probate topics and published a number of articles many of which may be accessed through the Town of Woodbury website.

The staff of the court includes Chief Clerk Gail Cesarello, Amanda Cesarello, Heather Hoyt, Pamela Osborne, Millie Johnson, and Page Overhiser.

The court is open 5 days a week from 8:30 AM to 4:30 PM and is located at 501 Main Street South in Southbury, on the first floor of the Southbury Town Hall.

computer laboratory, equipped with a new projector and screen donated by the Friends, which allows library staff to offer a wide range of technology courses to the entire community.

Over 100,000 items were checked out from the library during this fiscal year. At a time when rising subscription prices are proving unaffordable, particularly for seniors on fixed incomes, the library has greatly expanded its lounge areas and added a coffeemaker to enhance the experience of those coming to read newspapers and magazines. The result: an airier, more welcoming and more efficient library.

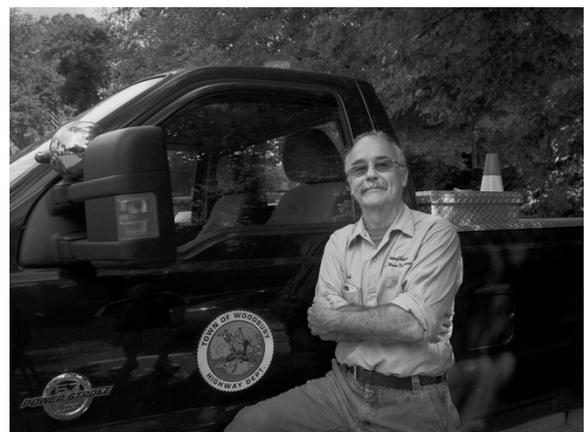
Library programming continued at a high level, providing free programs to adults, teens and children. Teen programs in particular continued to grow during the past year. In response, the library has doubled the size of its teen area, expanded the offerings and, with the help of the Friends, installed new furniture to facilitate teens’ use of laptops and other electronic devices.

The Friends also expanded the hours of the Book Cellar, their used bookstore whose proceeds benefit the library. The Book Cellar is now open four days a week, offering a variety of inexpensive used as well as new books to supplement the library’s collection.



**PUBLIC LIBRARY**  
**Patricia Lunn, Director**  
*Susan D. Piel, Acting Director*

This year, the Woodbury Public Library, supported by its Board of Directors and the Friends of the Woodbury Public Library, undertook a series of steps to improve significantly the library’s appearance and offerings. The library now boasts a handsome



**PUBLIC WORKS**  
**Rich Lamothe, Director**

The Department of Public Works staff includes: Director, Rich Lamothe; Administrative Assistant, Marge Warner; Mechanic, Joe Puglio; along with the Equipment Operators Mike Crownshaw, Bill Kern, Stu Kimball, Ed King, Ron Smith, Josh

Talarico, Pete Wall and Lee Warner. Training continues with the crew assuring safety and complying with DOT and OSHA regulations.

The Department of Public Works maintains 92 miles of improved road including 8 miles of unimproved. This year the Department continued with maintenance, capital projects and road improvements. Cross culverts on Judd Road, Elephant Rock Road, Transylvania Road and two on Nonnewaug Road were replaced.

Paving was completed on Quassuk Road, Old Grassy Hill Road and Rowley Roads and after the improvements of culverts installation on Judd and Transylvania Roads.

A STEAP Grant was made and approved for the improvements to Grassy Hill Road. During the Fiscal Year 2015/16, sixteen hundred (1600) feet of drainage with new twenty-plus (20+) catch basins, a cast-in-place headwall were installed on Grassy Hill Road. Crew completed the improvements with the installation of pavement, signage and roadside areas while work continues.

Federal funding was requested and approved for improvement and replacement of the Hazel Plain Bridge. State Funding was applied for and also approved for the Middle Quarter Bridge.

The winter season for the Public Works consisted of 16 events. The Town continued to use both chemically treated and environmentally safe material for snow and ice control, anticipating that Spring Season cleanup could be reduced in time and labor. The crew placed 750 Tons of salt along with 2500 Tons of sand.

Regular maintenance continues throughout the year with sweeping the roads, catch basin cleaning, roadside mowing, pothole patching, tree trimming and tree removal. Safety improvements were also completed with guardrail installation on Grassy Hill Road and Mill Road.

The Transfer Station/ Recycling Center processed approximately 1505 Tons of municipal waste, 521 Tons of bulky waste and 739 Tons of recyclables. Other items recycled totals are: 133 Tons of metal, 3800 gallons of used motor oil, 66 Tons of electronics and 110 mattresses. Approximately 1800 cubic yards of brush brought to the Transfer Station/

Recycling Center once again was double-ground and produced mulch, a usable product made available to residents.



## **SOCIAL SERVICES**

### ***Sandee Vicari, Social Services Director and Municipal Agent***

The assistance offered by Social Services is varied and often complex - from helping people receive food and medication to helping secure funds for rent and medical bills, assistance with home care and conducting ongoing needs assessments.

During the year 2015-2016 this department conducted a thorough review of all clients in its caseload. Cases that have been inactive for over two years were purged. The result is that only 519 active cases remain.

This office provided 421 unique services to 519 people (couples and families count as a single unit). Fifty-five of the 519 were new to the office.

During the year 139 people applied for Energy Assistance and six clients received aid from Operation Fuel. 81 clients received Renters Rebate from the state. This office made 7 referrals to the Safelink phone program to get cell phones for those eligible. 20 new clients were referred to the Food Bank. 85 Seniors received vouchers from the Department of Agriculture for the Farmers Market. 57 applications were made for the Medicare Savings Program. 12 referrals were made to Community Services for oil and propane assistance.

There is ongoing cooperation with the Woodbury Community Services Council that provides financial assistance in emergencies to clients as well as food from the food bank and gifts during the holiday times. This office continues to work closely with Protective Services when needed, nursing homes and assisted living facilities. We assist with Medicare, Medicaid, Husky A, B, C, and D, and Medigap, Medicare D and ConnPACE referrals and applications.

Currently there are thirteen open Protective Services for the Elderly cases in Woodbury. This is a significant increase over the last fiscal year's two cases. These cases require time consuming case management and integration of services. As the elderly population in the town increases, demand on these services is expected to increase accordingly.

Membership in and attendance at informational meetings held by various organizations continues with the following organizations: Western Connecticut Area Agency on Aging (WCAAA), The Home Care Program (CCCI), Connecticut Association of Municipal Agents for the Elderly (CAMAE), and Connecticut Local Administrators of Social Services (CLASS).

Current Year Tax	\$28,818,148.01
Prior Year Tax	457,737.99
Interest and Fees	281.669.38
Supplemental Motor Vehicle Tax	<u>259,244.88</u>
	\$29,816,800.26

The above reflects 98.17% of the Current Year tax levy collected as of June 30, 2016. The total collection rate, which includes all taxes, both current and prior year, as well as interest and lien fees and supplemental motor vehicle taxes, was 101.6%.

The Tax Collector's Office operates under the Statutes of the State of Connecticut. The most significant function of the office is to secure and safeguard the collection of tax revenues for the Town.

The Collector also works closely with many other town officials including the Assessor, Building Official, Town Clerk, the First Selectman, Fiscal Office and Board of Finance. The Tax Office handles numerous inquiries each day from taxpayers, title searchers, attorneys, banks and mortgage companies and real estate agents.

The focus of the office is to provide courteous and efficient service as it continues to work with taxpayers who are behind to help them identify ways to bring their taxes current.



**TAX COLLECTOR**  
***Linda G. Lewis***

The total tax budgeted to be collected during fiscal year 2015 – 2016 was \$29,579,518.00 which reflected a planned collection rate of 98.5%. The total actually collected by this office was:



**TOWN CLERK**  
***Linda Carlson, Town Clerk***

State Statute and Town Charter determine the duties and responsibilities of the Town Clerk. The Town Clerk's Office

maintains permanent land records of all documents recorded and survey maps filed for the Town of Woodbury. You can find a list of all Boards and Commissions along with all meeting minutes and agendas for each board in our office. The Town Charter, the rules and procedures for Town Meetings, and the minutes of all meetings are kept as permanent record in our vault.

The Town Clerk is the Registrar of Vital Statistics. Records of Birth, Marriage and Death are permanent record in our office and date back to the 1700's. People are welcome to come in and research their ancestry from our records. Certified copies of these records can be issued according to the Connecticut General State Statutes. Veteran discharge papers are also filed here which entitles the Veteran to a Tax Exemption.

The Town Clerk's Office issues Dog licenses, Marriage licenses, and Hunting and Fishing licenses. Trade Name certificates are also available. Most forms are available on the Town Clerk's website for request of Marriage license, Birth and Death Certificate Certified Copies, absentee ballots, trade name certificates and more.

The Town Clerk and Assistant Town Clerk are Notary Publics. Please note that wills and living wills are excluded from this service. The Town Clerk's Office is also responsible for issuing absentee ballots and registering voters in the absence of the Registrar of Voters.

The Town Clerk records and transcribes the minutes of all Town Meetings and certifies action taken by Town Meeting as to bonding and agreements. This office is the custodian of the Town Seal.

**Town Wide Referenda results**

July 28, 2015, Municipal Budget

Shall the Town of Woodbury approve the proposed municipal budget of \$9,601,290 for the fiscal year commencing July 1, 2015 and ending June 20, 2016: 837 YES vs. 631 NO

November 3, 2015, Municipal election and Charter Questions

1. "Shall section 302.A of the Charter be amended to provide that an unsuccessful candidate for First Selectman may not be elected to the Board of Selectmen at the same municipal election and to allow each elector to vote for two (2) candidates for the Office of Selectman?"  
YES 1412 NO 879
2. "Shall section 306 of the Charter be amended to prohibit a member of a board or commission from serving more than five (5) consecutive years as Chairman?"  
YES 1592 NO 740
3. "Shall section 702C.1.D of the Charter be amended to require the Board of Finance to propose the salaries of the First Selectman and Selectmen?"  
YES 1794 NO 505
4. "Shall section 702D.6 of the Charter be amended to expedite the referendum process if the first proposed budget is defeated at referendum?"  
YES 1622 NO 673
5. "Shall section 703.a.2 of the Charter be amended to limit the amount of inter-departmental transfers by the Board of Finance within a fiscal year to five (5) percent of each department's budget allocation rather than the current amount of twenty hundredths (.0020) of 1 (1%) percent of the overall Annual Budget?"  
YES 1501 NO 721
6. "Shall the charter be otherwise amended as recommended by the Charter Revision Commission and approved by the Board of Selectmen?"  
YES 1378 NO 842

First Selectman:

Butterly (1284) Perkinson (1212)

Selectman: Gransky (1325) Hinckley (1165)

Town Clerk: Carlson (2049)

Tax Collector: Lewis (2065)

Board of Finance: Monti (1306),  
Cunningham (1772) Grasing (1823)

Board of Assessment Appeals:  
Sherman (943) Mackey (1459)

Planning Commission:  
Sherer (1303) Denver (1326)  
Connolly (1772)

Planning Commission Alternates:  
Chapman (1833) Schultz (1722)

Zoning Commission:

Lampart (1733) Tietz (1782)

Zoning Commission Alt:

Well (1315), Maciulewski (1637)

Zoning Board of Appeals: Donato (1759)

Volage (1737)

Zoning Board of Appeals Alt:

Goldberg (1240) Anderson (1728)

Inland Wetlands & Watercourse:

Richards (997) Newell (1599) Lewis (1521)

Inland Wetlands Agency Alt:

Clow (978) Lampart (1289)

Town Moderator:

Snider (1101) DeLuca (1297)

March 29, 2016 Aquarian Reservoir Property

“Shall the Town of Woodbury authorize the acquisitions of the Woodbury Reservoir Land located in the Towns of Woodbury and Southbury, and the Sherman Hill Road Land in the town of Woodbury; appropriate \$2,900,000 for costs related to such acquisitions, such appropriation to be funded in part by \$50,000 from the Town of Woodbury Open Space Fund number 1 and \$200,000 from the Town of Woodbury Open Space Fund number 2; and authorize the issue of bonds or notes to defray the remainder of the appropriation to the extent not funded from grants; all in accordance with the provision of the resolution with respect to such matters introduced at the special town meeting held March 16, 2016?”

YES 1236 NO 442

April 26, 2016 Republican Presidential Primary

Cruz (172) Carson (14) Trump (835)  
Kasich (397) Uncommitted (9)

April 26, 2016 Democratic Presidential Primary

De La Fuente (1) Clinton (465)  
Sanders (527) Uncommitted (11)

**Town Meeting Summaries**

July 20, 2015 Special Town Meeting

2016-7 Budget presentation  
Adjourned to referendum

March 16, 2016 Special Town Meeting

Consider and approve the purchase of property from Aquarion Water Company  
Adjourned to Referendum

May 16, 2016 Annual Budget Meeting

1. Authorize BOS to enter into agreements with the CT Commissioner of Transportation for construction, improvements and maintenance of highways or sections of highways and bridges. Approved
2. Authorize the Board of Selectmen to dispose of obsolete Town equipment with a potential sale value not in excess of \$10,000. Approved
3. Enact “Ordinance To Establish A Community and Economic Development Commission.”  
Paper ballot results: Yes 67 No 67. Failed
4. Presentation of 2016-17 budget. Adjourned to referendum
5. Resolution to appropriate \$255,000 for replacement Emergency Services Building roof. Approved

**REGION 14 SCHOOL DISTRICT**

***Dr. Anna Cutaia-Leonard, Superintendent***

The Regional School District 14 serves the two towns of Bethlehem and Woodbury. The Board of Education consists of four members from the town of Bethlehem and four from the town of Woodbury and act as the governing body over the school district.

The district’s primary focus is to “Inspire Excellence” in all parts of the school community. A district improvement plan outlines progress goals in teaching and learning over the course of the next five years. Current improvement initiatives for 2016-2017 will provide for additional literacy and Mathematics supports, Arts celebrations, PSAT opportunities, UConn Early College Experience courses, new swim team, and new CAD labs.

Mission:

The Region 14 community ensures an engaging and positive learning environment where every student is valued as a respected contributing member of society, who graduates prepared to meet the challenges of a rapidly changing world.

Goals:

All students will graduate equipped with the necessary knowledge and skills to be prepared for a successful future in a global society.

Regional School District 14 will attract, develop and retain the highest quality teachers, administrators, and staff.

Regional School District 14 will provide safe and secure facilities equipped with technology enabling a 21st century modern learning environment that mirrors our educational values.

*Bethlehem Elementary School*  
*Susan Ruddock, Principal*

Bethlehem Elementary School has an exceptionally dedicated, professional team of teachers and staff that supporting the needs of approximately 260 students from Bethlehem and Woodbury in kindergarten through grade 5. Bethlehem Elementary school provides an inviting, nurturing environment that is conducive to the academic, social and personal growth of our young learners.

*Mitchell Elementary School*  
*Jodie Roden, Principal*

Mitchell Elementary School enjoys a population of approximately 375 students in grades kindergarten through five. Mitchell Elementary School has three classroom teachers at each grade level, a team of special education service providers and paraprofessionals, and a unified arts staff including physical education, library media, music and art.

*Woodbury Middle School*  
*Eric Bergeron, Principal*

Woodbury Middle School is a community of learners whose goal is to promote the intellectual, physical, social, and emotional development of our 365 young adolescents in a safe, supportive and challenging environment.

A wide variety of extra-curricular activities offered at WMS and students have the opportunity to participate in numerous after school clubs

*Nonnewaug High School*  
*Alice Jones, Principal*

Nonnewaug High School is a regional public high school serving about 740 students from Woodbury and Bethlehem. Students from more than twenty surrounding communities also attend NHS through our nationally recognized Ellis Clark Regional Agri-science and Technology Center, making our school a unique learning community. We value diversity and strive to develop student leadership and independence.

NHS is large enough to offer a wide variety of academic, vocational, athletic, and co-curricular opportunities, yet small enough for all to enjoy close connections and relationships in the classroom, in clubs, and on the field. In addition, we are excited about offering UConn ECE courses and new technology and math electives.



## **FISCAL OFFICE**

### ***Manuel Gomes, Fiscal Officer/Treasurer***

The assets of the Town exceeded its liabilities at the close of the most recent fiscal year by \$18,122,140 (*net position*). Of this amount, \$311,932 (*unrestricted net position*) may be used to meet the Town's ongoing obligations to citizens and creditors.

As of the close of the current fiscal year, the Town's governmental funds reported combined ending fund balances of \$8,645,232, an increase of \$2,820,156 in comparison with the prior year. This increase is a result of long-term debt issued in the bonded projects fund as well as positive operations in the general fund of \$450,192. \$4,760,624 of the total fund balance is non-spendable, restricted, committed or assigned, leaving an *unassigned fund balance* in the amount of \$3,884,608.

At the end of the current fiscal year, unassigned fund balance for the general fund was \$3,884,608, an increase of \$505,911 in comparison with the prior year. This unassigned fund balance represents 12.2% of total budgetary general fund expenditures and transfers out.

The Town adopts an annual budget for its general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

As of the end of the current fiscal year, the Town's governmental funds reported combined ending fund balances of \$8,645,232. \$4,760,624 is not available for new spending because it has already been classified as 1) non-spendable as endowments of the permanent trust funds (\$300,987), 2) restricted

(\$998,317), 3) committed (\$2,957,096) and 4) assigned (\$504,224).

The total fund balance increased by \$2,820,156 to \$8,645,232. This increase is substantially due to long term debt issued in the bonded projects fund as well as positive operations in the general fund of \$450,192.

The general fund is the operating fund of the Town. At the end of the current fiscal year, unassigned fund balance of the general fund was \$3,884,608. As a measure of the general fund's liquidity, it is useful to compare unassigned fund balance to total fund expenditures. Unassigned fund balance represents 12.2% of total general fund budgetary expenditures and transfers out.

The decrease in the other governmental funds' fund balance for the fiscal year was largely due to the transfers out of the open space fund to the Bonded Projects fund for a land purchase.

There were no additional appropriations during the year ended June 30, 2016.

There were budget transfers from contingency totaling \$79,322. The transfers were used to fund items such as repairs and maintenance, tax refunds, and equipment.

**BOARD OF FINANCE**  
**Alex DeSorbo, *Chairman***

The Connecticut General Statutes and the Town Charter of Woodbury give the Board of Finance specific responsibility for preparing the Annual budget, approving special appropriations and transfers, determining financial record keeping, assigning an auditor and setting the property tax rate for the town. The Board is also responsible for publishing the Annual Report of the Town and presenting it to the Annual Town Meeting in November.

Town operations in the fiscal year ending June 30, 2016 yielded a net General Fund surplus of \$530,911. Lower than budgeted operating costs contributed \$391,373 resulting from lower than budgeted expenditures for legal services, insurance costs, police operations, sanitation and Parks and Recreation. Overall revenues exceeded budget by \$139,538. Region 14 credited \$55,352 to the Town, accounting for 14% of the expenditure surplus.

As noted elsewhere in this report, the Unassigned Fund Balance (UFB), the operating reserves of the Town, closed the year at \$3,884,608 or 12.2% of current year appropriations, in keeping with the Board's adopted Fund Balance Policy guidelines. This amount represents just over 6 weeks of town operations.

Woodbury remains in the top ten towns in the state that rely almost entirely on property taxes, and predominantly residential taxes, for its revenues. The Board of Finance, with the Selectmen and town departments, has held down the tax rate and will continue to find avenues to mitigate mill rate increases in future budgets.

Over the past two years (FYE 2015 and 2016) the mill rate resulting from Town operations (not including Region 14 costs) has increased *a total of 0.12 mills or 12¢ per thousand dollars of assessment per year.*

In FY 2016, the net tax cost to Woodbury of the Region 14 schools, after applying the ECS grant, was \$21,428,510 or 68.7% of the total Woodbury Annual Budget.

Over the past three years, when the cost of Region 14 schools is included, taxes on a \$353,000 market value (\$247,000

assessment) home in Woodbury increased by a total of \$148 (2.3%). This is the total increased tax cost of all services – administrative offices, roads, library, parks, police and fire departments, senior center, capital equipment/projects and schools.

The approved renovation of Nonnewaug High School remains the most significant factor impacting the future fiscal planning for the Town. The Region's 2012 financing plan, which needs to be brought up to date, called for Woodbury's tax burden to increase about 6% to cover the building funding. The Board of Finance recognizes the imperative for further cooperative planning with the Region 14 Board and Administration to manage the impact of this project on the taxpayers.

The Board of Finance held 19 meetings in FY 2015-16 (10 Regular and 9 Special meetings). Attendance was as follows:  
Alex DeSorbo, *Chairman*, 100% (19 of 19);  
Stan Love, *Vice-Chairman*, 89% (17 of 19);  
Michael Cunningham 84% (15 of 19); William Monti 89% (17 of 19); Steven Tranguch 79% (15 of 19); Nancy Grasing 95% (18 of 19)

**General Fund Revenues and Other Financing Sources -  
Budget and Actual Year Ended June 30, 2016**

	Original Budget	Final Budget	Actual	Variance to Final Budget
Property taxes:				
Current property taxes	\$ 28,969,518	\$ 28,969,518	\$ 28,819,301	\$ (150,217)
Prior year taxes	270,000	270,000	457,759	187,759
Interest and lien fees	150,000	150,000	281,657	131,657
Supplemental motor vehicle tax	190,000	190,000	259,180	69,180
Telephone access grant	47,000	47,000	40,753	(6,247)
Total property taxes	<u>29,626,518</u>	<u>29,626,518</u>	<u>29,858,650</u>	<u>232,132</u>
Intergovernmental revenues:				
Miscellaneous state grants	10,000	10,000	190,919	180,919
OPM revenue sharing	50,066	50,066	-	(50,066)
MRSA municipal projects	56,908	56,908	56,908	-
Pequot fund	19,207	19,207	21,861	2,654
In lieu of taxes/state property	346	346	820	474
Elderly circuit breaker	49,502	49,502	52,698	3,196
Veterans property tax exempt	2,220	2,220	2,132	(88)
Town aid roads	295,851	295,851	296,185	334
Education	1,106,713	1,106,713	1,051,361	(55,352)
Federal drug subsidy/retirement	6,814	6,814	8,406	1,592
Total intergovernmental revenues	<u>1,597,627</u>	<u>1,597,627</u>	<u>1,681,290</u>	<u>83,663</u>
Charges for services:				
Field fee income	5,500	5,500	6,349	849
Town clerk fees	180,000	180,000	232,906	52,906
Public safety permits	5,000	5,000	7,515	2,515
Building permits	90,000	90,000	97,395	7,395
Landfill fees	45,000	45,000	38,514	(6,486)
Assessor	1,200	1,200	733	(467)
Inland wetlands agency	2,500	2,500	2,400	(100)
Elderly transport	26,500	26,500	18,929	(7,571)
Planning commission	1,500	1,500	4,492	2,992
Zoning commission	25,000	25,000	24,830	(170)
Zoning board of appeals	2,250	2,250	2,689	439
Historic district commission	300	300	500	200
Library fines/fees	7,500	7,500	6,872	(628)
Park and recreation program income	130,000	130,000	184,515	54,515
Ambulance fee reimbursement	1,000	1,000	3,273	2,273
Motor vehicle fines	500	500	200	(300)
Dog fees	600	600	400	(200)
Total charges for services	<u>524,350</u>	<u>524,350</u>	<u>632,512</u>	<u>108,162</u>
Income from investments	\$ 29,000	\$ 29,000	\$ 25,246	\$ (3,754)
Other revenues	35,000	35,000	49,290	14,290
Total revenues	<u>31,812,495</u>	<u>31,812,495</u>	<u>32,246,988</u>	<u>434,493</u>
Other financing sources:				
Appropriation of fund balance	300,000	300,000	-	(300,000)
Sale of town property	-	-	1,300	1,300
Cancellation of encumbrances	-	-	3,745	3,745
Transfers in	22,000	22,000	22,000	-
Total other financing sources	<u>322,000</u>	<u>322,000</u>	<u>27,045</u>	<u>(294,955)</u>
<b>Total revenues and other financing sources</b>	<b>\$ 32,134,495</b>	<b>\$ 32,134,495</b>	<b>\$ 32,274,033</b>	<b>\$ 139,538</b>

**General Fund Expenditures and Other Financing Uses -  
Budget and Actual Year Ended June 30, 2016**

	Original Budget	Final Budget	Actual	Variance to Final Budget
<b>General government:</b>				
Legislative	\$ 3,500	\$ 5,410	\$ 3,705	\$ 1,705
Board of selectmen	192,129	202,309	197,198	5,111
Judicial	5,706	5,706	5,705	1
Elections	46,174	56,646	53,934	2,712
Treasurer/fiscal	245,063	245,519	245,563	(44)
Board of finance	40,222	40,222	37,179	3,043
Assessor	119,466	123,026	114,707	8,319
Board of assessment appeals	1,700	1,700	475	1,225
Tax collector	108,758	108,758	105,220	3,538
Legal	155,000	155,000	131,362	23,638
Town clerk	133,521	138,143	135,223	2,920
Commissions for elderly	213,327	211,863	203,642	8,221
Town hall and buildings	211,802	236,914	220,394	16,520
Land use department	160,887	160,887	151,655	9,232
<b>Total general government</b>	<b>1,637,255</b>	<b>1,692,103</b>	<b>1,605,962</b>	<b>86,141</b>
<b>Public safety:</b>				
Police	1,063,191	1,071,356	1,000,146	71,210
Fire department	298,290	296,502	291,980	4,522
Fire marshal	106,840	106,144	103,819	2,325
Fire commissioners	1,132	1,132	505	627
Emergency management	140,787	134,114	129,177	4,937
Building official	115,687	114,499	112,938	1,561
Animal control	32,930	32,940	29,439	3,501
<b>Total public safety</b>	<b>1,758,857</b>	<b>1,756,687</b>	<b>1,668,004</b>	<b>88,683</b>
<b>Public works:</b>				
Highways	1,424,989	1,423,807	1,421,962	1,845
Sanitary/waste removal	389,720	389,720	354,729	34,991
Parks and lawn maintenance	68,500	68,500	58,815	9,685
<b>Total public works</b>	<b>1,883,209</b>	<b>1,882,027</b>	<b>1,835,506</b>	<b>46,521</b>
<b>Health and welfare:</b>				
Health department	84,216	84,216	82,468	1,748
Welfare/social services	34,382	33,779	33,674	105
<b>Total health and welfare</b>	<b>118,598</b>	<b>117,995</b>	<b>116,142</b>	<b>1,853</b>
Parks and recreation	396,114	400,314	374,523	25,791
Library	633,973	632,202	627,813	4,389
Education	22,533,205	22,533,205	22,479,871	53,334
Fringe benefits	1,940,700	1,940,700	1,886,906	53,794
<b>Other expenditures:</b>				
Tax refunds/prior years	\$ 5,000	\$ 16,321	\$ 16,320	\$ 1
Postage	34,000	34,000	34,000	-
Copy machine	2,100	1,779	1,563	216
Insurance/general	117,760	115,121	105,650	9,471
Radio repairs	500	500	-	500
Miscellaneous	2,600	5,239	5,238	1
<b>Total other expenditures</b>	<b>161,960</b>	<b>172,960</b>	<b>162,771</b>	<b>10,189</b>
Contingency	100,000	20,678	-	20,678
<b>Debt service:</b>				
Interest	124,250	124,250	124,250	-
Principal	390,000	390,000	390,000	-
<b>Total debt service</b>	<b>514,250</b>	<b>514,250</b>	<b>514,250</b>	<b>-</b>
<b>Capital appropriations:</b>				
Equipment/fixed assets	141,374	135,715	135,715	-
Site improvement	15,000	15,000	15,000	-
<b>Total capital appropriations</b>	<b>156,374</b>	<b>150,715</b>	<b>150,715</b>	<b>-</b>
<b>Total expenditures</b>	<b>31,834,495</b>	<b>31,813,836</b>	<b>31,422,463</b>	<b>391,373</b>
<b>Other financing uses:</b>				
Transfers out	300,000	320,659	320,659	-
<b>Total expenditures and other financing uses</b>	<b>\$ 32,134,495</b>	<b>\$ 32,134,495</b>	<b>\$ 31,743,122</b>	<b>\$ 391,373</b>

## ELECTED AND APPOINTED OFFICIALS (7/1/15 to 6/30/16)

### **Board of Selectmen**

William J. Butterly, Jr.  
*First Selectman*  
Barbara K. Perkinson  
Martin S. Overton (7/1/15 -12/2/15)  
Michael Gransky (12/3/15-present)

### **Board of Selectmen**

#### **Secretary**

Jan Krampitz

#### **Fiscal Officer/Treasurer**

Manuel Gomes

#### **Town Planner**

Kathy Castagnetta

#### **Town Clerk and Registrar of**

#### **Vital Statistics**

Linda Carlson

#### **Assistant Town Clerk and Registrar of Vital Statistics**

Suzanne B. Cooper

#### **Tax Collector**

Linda G. Lewis

#### **Assessor**

Tammie Fiske

#### **Animal Control Officer**

Judith Umstead

#### **Deputy**

Dana Natrillo

#### **Bd. Of Assessment Appeals**

Bonnie Sherman, Chairman  
Nancy Mackey  
Kenneth D. Schultz  
Richard Snider

#### **Building Code Board of Appeals**

*Jeffrey Leavenworth, Chr.*  
Christopher Laux  
Michael A. Novak  
Frank A. Pacilio  
Carl D. Rosa

#### **Building Official**

Gary Testa

### **Cable Advisory Committee**

Jonathan Bernon

### **Naugatuck Valley Regional Planning Agency**

Robert Clarke

### **Conservation Commission**

*David A. Taylor, Chairman*  
John Hobson  
Joann King  
Frederick R. Leavenworth  
George Madsen  
Lesa Peters  
Jeffrey Sherman

### **Board of Education, Bethlehem:**

*George V. Bauer, Chr.*  
Carol Brown  
Michael Devine  
Pamela Zmek

### **Board of Education,**

#### **Woodbury:**

Charles E. Cosgriff, Sr.  
John Chapman  
Janet Morgan  
Maryanne Van Aken

### **Business & Economic Development Committee**

*Joseph Donato, Chairman*  
Robert Clarke  
Irene Hanley  
Paul Luchetti  
Raymond Manzi  
Karen Reddington-Hughes  
Jack Well

### **Commission for Seniors**

*Sharon K. Sherman, Chair*  
David Peter Arnold  
Robert L. Budney  
Dana Manzi  
Dale White  
Darylle Willenbrock

### **Director of Senior Services**

Loryn Ray

### **Director of Social Services and Municipal Agent**

Sandee Vicari

### **Emergency Management Advisory Council**

Robin Lucas  
Richard Lamothe  
Janet Morgan  
Julie Slivinski  
Sgt. Joseph Roden

### **Emergency Management**

William Garms, *Co-Director*  
Daniel Fennessy, *Co-Director*

### **Board of Finance**

*Alexander P. DeSorbo, Chr.*  
Michael Cunningham  
Nancy Grasing  
Forest S. Love  
William Monti  
Steven J. Tranguch

### **Board of Fire Commissioners**

*James Arndt, Chairman*  
Anne F. Elsenboss  
David Mirabilio  
James Trompeter  
Thomas Woodward

### **Fire Marshal**

Janet Morgan

### **Fire Marshal's Deputies**

Michael Devine  
Brian Proulx  
Ned Dalton  
William Garms

### **Town Historian**

David Strong

### **Historic District Commission**

*Susan Cheatham, Chair*  
Nancy Bailey  
Eugene Crawford  
Maureen Donnarumma  
Lois Fiftal  
Robert S. Kolesnik, Jr.  
Marc Kroll  
Frank Sherer, Jr.

### **Inland-Wetlands Agency**

*Mary Tyrell, Chair*  
Wesley Clow  
Andrew Lampart  
Charles Lewis

## ELECTED AND APPOINTED OFFICIALS (7/1/15 to 6/30/16)

Martha Newell  
Donald Richards, Jr.  
Ernest Werner  
Susan Windesheim

### **Library Director**

Patricia Lunn

### **Library Board of Trustees**

*Leslie S. Lebl, Chair*  
Jean Carnese  
Diana Chamberlain  
Jane Donn  
Linda Grayson  
Sylvia Herbstritt  
Barbara B. Potter  
Kenneth Schultz  
Bonnie Sherman

### **Motor Vehicles Taken into Custody,**

#### **Hearing Officer**

Claudette Volage

### **Northwestern Regional Tourism**

#### **District**

William Monti

### **Town Meeting Moderator**

Louis C. DeLuca

### **Northwest CT Public Safety**

#### **Communication Center**

Frank Morgan

### **Open Space Inventory Ad- Hoc Committee**

*Walter Kazmierski, Chair*  
Sharon Feeley  
David Taylor  
Geoffrey Whan

### **Parks & Recreation Commission**

*Timothy Drakeley, Chair*  
Arnaud Bourgeois  
Annemarie De-Lessio-Matta  
Leslie Gamsjager  
Katherine Nichols  
Ronald Taurick  
Dorothy West

### **Planning Commission**

*Kathryn Sherer, Chair*  
Louis G. Alba  
Andrew Chapman

Mary Connolly  
Eileen Denver  
Ruth Melchiori  
Kenneth Schultz  
Joel Serota

### **Police Officers**

Sgt. Joseph Roden,  
*Resident State Trooper*  
Peter Maronde, *State Trooper*  
John Covello  
Frans Dielmans  
Richard Marsh  
Alex Roberts  
Lawrence Rockhill  
Stephen Tokarz  
Timothy Wright  
Thomas Accousti, PT  
Robert Burke, PT  
Timothy O'Hanlon, PT  
George Romano, PT  
Ronald Currier, PT  
Bobby Dickens, SRO  
Thomas Federowicz, SRO  
Norman George, SRO

### **Pomperaug District**

#### **Dept. of Public Health**

Wayne Wood

### **Public Building Commission**

*Frank Pacilio, Chairman*  
Victor Faggella  
John-Paulo Fernandes  
Peter Sola

### **Registrars of Voters**

Judith Henderson  
Anne Cushman Schwaikert

### **Deputy Reg. of Voters**

Robert F. Clarke  
Nancy A. Mackey

### **SDAT Committee**

*Kathryn Sherer, Chairman*  
Susan Cheatam  
Robert Clarke  
Joseph Donato  
Michael Novak  
David Taylor  
Mary Tyrell  
Dorothy West

### **Shade Tree and Sidewalk Committee**

*Katharine Campbell, Chair*  
J. Dallas Garred  
Priscilla Steponaitis  
Thomas Zissu  
Maribel Pieper  
David Monckton  
Lee Warner

### **Town Retirement and Pension Board**

*Eugene Shugrue, Chairman*  
Michael Cunningham  
Marc Kroll  
Peter Mastroianni  
Robert Taylor

### **Tree Warden**

John Thomas

### **Trolley Bed Planning Committee**

*Robert Travers, Chairman*  
Nancy Bailey  
Thomas Ecsedy  
Terri Hale  
Ronald Taurick  
David Taylor  
Christopher Wood

### **Trustees of Town Funds**

*Andrew Sherman, Chair*  
George Assenza  
Charles Heaven

### **Zoning Board of Appeals**

*Michael Novak, Chairman*  
Wayne Anderson  
Joseph Donato  
Adam Goldberg  
Ronald Judson  
Frank Kovacs  
Robert Ratzenberger  
Claudette Volage

### **Zoning Commission**

*Robert Clarke, Chairman*  
Thomas Amatruda  
Beverly Deickler  
David Lampart  
Robert Maciulewski  
Theodore Tietz  
Jon Quint  
John Well

# INFORMATION DIRECTORY

*www.woodburyct.org*

Police, Fire and Emergency .....	911	<i>Give your name and address and the nature of your emergency clearly. Do not hang up until you are sure your message has been understood.</i>
Police (Routine calls).....	263-3400.....	Joseph.Roden@ct.gov
Fire Department (Routine calls) .....	263-3100.....	firechief@woodburyct.org

## General Offices

Animal Control .....	910-3228.....	animalcontrol@woodburyct.org
Assessor.....	263-2435.....	tfiske@woodburyct.org
Building Official.....	263-5717.....	gtesta@woodburyct.org
Fire Marshal.....	263-3100.....	jmorgan@woodburyct.org
Fiscal Office.....	263-2449.....	mgomes@woodburyct.org
Land Use .....	263-3467.....	AFirlings@woodburyct.org
Library .....	263-3502.....	plunn@biblio.org
Park & Recreation .....	263-3113.....	jmiller@woodburyct.org
Probate Court .....	262-0641	
Public Works.....	263-3633.....	pworks@woodburyct.org
Registrars of Voters.....	263-4750.....	RegistrarDem@woodburyct.org RegistrarRep@woodburyct.org
Selectmen .....	263-2141.....	wdbysel@woodburyct.org
Senior Center .....	263-2828.....	lray@woodburyct.org
Social Services / Municipal Agent .....	263-4117.....	svicari@woodburyct.org
Tax Collector .....	263-3912.....	llewis@woodburyct.org
Town Clerk .....	263-2144.....	lcarlson@woodburyct.org

## Schools

Superintendent's Office .....	263-4339.....	5 Minortown Road
Business Manager.....	263-4330.....	5 Minortown Road
Director of Special Services .....	263-0416.....	5 Minortown Road
Bethlehem Elementary School .....	266-7506.....	92 East Street, Bethlehem
Mitchell Elementary School .....	263-4314.....	14 School Street
Woodbury Middle School .....	263-4306.....	67 Washington Avenue
Nonnewaug High School.....	263-2186.....	5 Minortown Road
Agri-Science at Nonnewaug High School .....	263-4038.....	5 Minortown Road

## Transfer Station

Bacon Bond Road, Woodbury..... Tues., Thurs., Fri., Sat. 8:00am - 3:30pm

The 2016 Annual Report is published by the Board of Finance.

# **MONTHLY MEETING SCHEDULE OF BOARDS AND COMMISSIONS**

## **TOWN MEETING**

3<sup>rd</sup> Monday of May and November (7:00 p.m.)

### **Board of Selectmen**

2nd and 4th Thursday (7:30 p.m.)  
except Nov. and Dec., no 2nd meeting

### **Conservation Commission**

4<sup>th</sup> Thursday (8:00 a.m.)  
except Nov. and Dec., 3<sup>rd</sup> Thursday

### **Elderly Commission**

3rd Monday (5:00 p.m.)  
Except July and August

### **Board of Finance**

4th Wednesday (7:30 p.m.)

### **Board of Fire Commissioners**

3<sup>rd</sup> Thursday (8:00 p.m.)

### **Historic District Commission**

1st Monday (7:30 p.m.)

### **Inland Wetlands Agency**

2nd and 4th Monday (7:30 p.m.)

### **Library Board of Trustees**

4<sup>th</sup> Tuesday (7:00 p.m.)

### **Parks & Recreation Commission**

4<sup>th</sup> Wednesday (7:30 p.m.)

### **Planning Commission**

1st Wednesday (7:00 p.m.)

### **Town Retirement and Pension Board**

Quarterly

### **Zoning Board of Appeals**

3rd Monday (7:30 p.m.)

### **Zoning Commission**

2nd Tuesday (7:30 p.m.)  
4th Tuesday (7:00 p.m.)

*The above noted schedules are subject to modification during the year. All changes are recorded with the Town Clerk. Commission Agendas are filed with the Town Clerk prior to all meetings.*

**NOTES:**



**BENCH & BRIDGE**  
*Photo, Courtesy of Flanders Nature Center*