

**BOARD OF SELECTMEN
BUDGET MEETING
February 21, 2018
Meeting Room A**

Present: Norman Needleman Audience Members
Stacia Libby James Francis
Bruce Glowac Maria Lucarelli
Kelly Sterner Ed Tedeschi

Norman Needleman called the meeting to order at 5:05 pm

Public Comment: None

BUDGET REVIEWS:

Major Budget Drivers:

First Selectman Norman M. Needleman asked that Finance Director Kelly Sterner report on and present the major budget drivers. Ms. Sterner reported:

MAJOR BUDGET DRIVERS

SALARIES

- 2.75% INCREASE – TOWN/TOWN HALL UNION/PUBLIC WORKS UNION
- 3% INCREASE – POLICE UNION
- INCREASED HOURS FOR ADMINISTRATIVE ASSISTANT
- STEP INCREASES (JUST A FEW)
- FIRE MARSHAL TO PROVIDE SUPPORT TO FIRE DEPARTMENT
- DIRECTOR OF PUBLIC WORKS TRANSITION

FRINGE BENEFITS

- HEALTH CARE
 - CHANGE/INCREASE IN # OF PARTICIPANTS
 - PROJECTING 4% INCREASE IN PREMIUM
 - EMPLOYEES WILL PAY LARGER SHARE
- PENSION
 - GROWTH IN PAYROLL
 - SUPPLEMENTAL CONTRIBUTIONS HAVE LOWERED UNFUNDED LIABILITY

OUTSIDE SERVICE CONTRACTS

- RESIDENT TROOPER CONTRACT- ASSUMING 90% TOWN SHARE
- ANTICIPATED SMALL INCREASE TO 9-1-1 SERVICE CONTRACT (+\$2,972)
- WATER COMPANY RATE CHANGE – FIRE HYDRANT SYSTEM

DEBT SERVICE

- DECREASE IN CURRENT GENERAL OBLIGATION BOND PRINCIPAL PAYMENT – FY 2019-2020 WILL SEE ADDITION OF PRINCIPAL PAYMENT FOR 2017 GENERAL OBLIGATION BOND
- NET INCREASE IN INTEREST WITH NEW GENERAL OBLIGATION BOND

SUPPORT TO OUTSIDE ORGANIZATIONS

- TRI TOWN YOUTH SERVICES MINOR INCREASE (+\$1,000)
- ESSEX AMBULANCE – WORKERS COMP INSURANCE
- LIBRARIES – 1.5% INCREASE

CAPITAL AND SINKING FUNDS

- ADDITION OF SINKING FUNDS FOR ESSEX AMBULANCE (+2,500) AND BRIDGE REPLACEMENT (+5,000)
- REDUCTIONS IN HARBOR PATROL BOAT SINKING FUND AND POLICE VEHICLE SINKING FUND
- INCREASE ANNUAL ROAD RECONSTRUCTION BUDGET LINE (+\$25,000)

The Selectmen went through the budget page by page.

- B1 - Selectmen's Budget – slight increase due to increase in the Administrative Secretary's hours
- B2 - Assessor – no change
- B3 - Central Services – no change except step increases
- B5 - Elections – decrease based on expected number of primaries, elections, etc.
- B6 - Probate Court - decreased
- B7 - Tax Collector – no change
- B8 - Town Clerk – no change
- B9 - Finance – a slight increase due to the First Selectman adding a new job classification for the Finance Director
- B10 - Zoning Enforcement Agent – no change
- B11 - Fringe Benefits – a slight increase is anticipated for medical and dental benefits, so 4% was used as a placeholder until final numbers are received from Anthem Blue Cross Blue Shield.
- B12 - General Insurance – a slight increase is anticipated, a 1% increase was used as a placeholder until final numbers are obtained from CIRMA for the Town's Workers' Compensation insurance.
- B13 - Legal Services – kept flat
- B14 - Public Restroom Facilities – kept flat
- B15 - Technology – slight increase due to technology changes and Town technology needs.
- B17 - Board of Assessment Appeals – kept flat
- B18 - Board of Finance – kept flat
- B19 - Conservation Commission – increase is due to request for funds for the maintenance of Viney Hill Brook Preserve due to beaver activity.
- B20 - Economic Development Commission – flat budget
- B22 – IWWC – decrease in office supplies and permit fees.
- B22 - Land Use - Administrative – no change

- B23 - Park and Recreation Department – increase is related to a step and salary increase.
- B24 - Park and Recreation Commission – decrease in budget for board clerk due to commission is meeting quarterly now, not monthly
- B26 - Planning Commission – no change
- B27 - Tree Committee – kept flat
- B28 - Zoning Board of Appeals – kept flat
- B29 – Zoning Commission – no change
- B30 – Ambulance / EMT Services – slight increase due to workers’ compensation insurance.
- B31 - Animal Control–Special Revenue Fund Support request was made for \$12,000, but Selectmen reduced support to \$10,000, which is the same as last year.
- B32 - Building Department – increase is due to the increase in hours for the Building Official for another year and also an increase in part time payroll for the Assistant Building Official to cover vacations of staff in the building department
- B33 - Emergency Management – kept flat
- B34 – Emergency 9-1-1 – a small increase is expected. The formula is based on the number of calls.
- B35 - Fire Department – increase is due to the compliance clerical component.
- B36 - Fire Marshal – increase is due to the newly hired fire marshal
- B37 - Harbor Patrol – decrease is due to the reduction in part-time payroll line
- B38 - Police Services – increase is due to step increases and an increase in patrol shifts
- B40 – Resident State Trooper - increase is on the anticipated contract increase cost share
- B41 - Water – decrease in fees
- B42 – Estuary Transit – a slight increase for Essex’s share
- B43 - Health Department – no change
- B44 - Transfer Station & Recycling Center – no change
- B46 - Social Services – no change
- B47 – Visiting Nurses – kept flat
- B48 – Water Pollution Control – kept flat
- B49 – Highway Department – increase to payroll due to the hiring of a new Public Works Director and former Public Works Director staying on part time.
- B51 – Town Garage – decrease in heating by converting the garage from oil to propane
- B52 – Interest – an increase
- B53 – Principal – a decrease
- B54 - Libraries – both were increased by 1.5%
- B55 - Capital and Sinking Funds – increase is due to the additional work on the roads

The Board of Selectmen discussed that this year’s budget is close to being a flat budget.

Public Comments: None

ADJOURNMENT at 6:28 pm

Respectfully submitted,
 Maria Lucarelli