



**THE TOWN OF WOODBRIDGE
JOINT BOARD OF FINANCE / BOARD OF
SELECTMEN
MEETING MINUTES
TUESDAY, JANUARY 19, 2016**

A Joint Board of Finance/Board of Selectmen Meeting for the Town of Woodbridge was held in the Central Meeting Room at the Town Hall, Woodbridge, Connecticut on Tuesday, January 19, 2016 at 6:00 pm

Present Board of Finance: Chairman, Matthew Giglietti; Vice Chairman, Sandy Stein; Karen Cusick
David King; Paul Kuriakose

Present Board of Selectmen: First Selectman (left meeting at 6:30 pm), Ellen Scalettar; Deputy First
Selectman, Beth Heller; Anthony Anastasio; Joseph Dey; Susan Jacobs;
Maria Kayne

OPERATING BUDGET PRESENTATIONS

Tony hopes to have mill rate estimates next week as we get closer to the grand list numbers.

Tax Collector

Tony presented the budget request of \$135,515 which represents a .15% increase. Tony stated that there will not be wage increases in the departments as negotiations are in progress. Contingency is higher due to this.

Ellen reported on the Car Tax Cap – it raises serious concerns. The State delegation was at the last Board of Selectmen meeting. There was discussion on what the impact would be on Woodbridge. This is something that they will be keeping an eye on.

Human Services

Mary Ellen LaRocca and Sharon Bender, Chairman of the Human Services Commission, presented the budget request. The Human Services budget request is \$449,893 which represents an increase of .25%. They are requesting an additional four hours per week for the part time clerical assistant in the Senior Center. Requesting \$3,200 for custom made formica counters in the computer room.

The commission concerned about the Senior Center restroom which Mary Ellen understands is going to be done through the Small Cities Grant. Mary Ellen asked if this is in the hands of Town Counsel. Ellen stated that there is a dispute from the State with our vendor and we thought this could be handled between the vendor and the State, but it hasn't. We have now asked Town Counsel to get involved. Ellen stated that there is no problem with the project and that we can use the funds for this project once the dispute is resolved.

Last year the Commission submitted a memo on space with long and short-term space needs of the department. It is still something that needs to be considered. Mary Ellen reported that they met with Ellen to

discuss the long-term strategic plan for the senior center. They are happy to work with the Town on the space needs issue. Ellen stated that she thought that there would be a more formal needs assessment

Sandy stated that it would be helpful to understand how many of our citizens are over 65 in five year increments because there are different activities for different ages. Also, what is the population that currently uses the senior center. We can look at what percentage of that age group use the senior center. Sandy commended the department for the revenue they receive through the holiday fair and the fuel fund.

Tony Anastasio asked about the performance indicators – why is the municipal agency grown so much. Mary Ellen explained that each town has a municipal agent for the elderly to provide information and referrals, mostly for health and social services. The department is getting more phone calls for these types of services.

Sharon Bender reported that they have collaborated with Oak Lane for group tennis lessons for seniors. They have also collaborated with Albertus Magnus with the Institute for Learning in Retirement offered through Albertus Magnus with classes throughout New Haven area.

Capital budget – FY2018 to replace the 2008 bus 12-14 passenger bus FY2018 \$15,000 for commercial dishwasher and refrigerator for the senior center.

Library

Eric Werthmann and Commission Chair, Jeanette Glicksman presented the budget request of \$804,809 which represents .07% increase. Eric stated the major increase is the fees to LION.

Tony stated that he has all the electricity, gas, and fuel and he will check each budget against our pricing to be sure they are within range.

Capital – FY17 - \$30,000 Carpeting in children's area and FY19 additional carpeting.

Eric stated that the request for FY17 may be less than \$30,000 it could come in between \$20,000 and \$25,000.

Ellen asked Eric about the humidity problem. Eric stated that last summer was not bad and he knows that building maintenance had a study done. They have a plan to fix some things to see if basic repairs can fix the problem.

Tony Anastasio asked what type of carpeting they are looking at. Eric stated that he would like the carpet tiles and that would come in more closely to \$25,000. Tiles can be replaced when needed.

Town Clerk

Stephanie Ciarleglio presented a budget request of \$212,914 which represents an increase of 4.53%. Stephanie stated that she is still restoring documents. She hopes that she can obtain minutes of Board of Selectmen meetings from the 1800's from the Historical Society that were at the Darling House. The Historical Society cannot find out how they obtained the minutes, so they do not want to release them back to the Town until they find out that information.

Stephanie increased the Election line from \$6,000 to \$12,000 due to the increase in elections for FY17.

Jeanette Glicksman and Anna Dickerson, Registrars of Voters, joined Stephanie regarding the increase due to the upcoming elections.

Registrar of Voters

Jeanette Glicksman and Anna Dickerson presented a budget of \$58,458 which represents an increase of 26.67%. This increase is directly related to the number of elections for FY17.

Economic Development

Tony Genovese reported that this request was submitted by the Commission. Sandy stated that the increase related to do website and with the plans to look at the Town website, is this necessary. Tony stated that this may not be necessary based on what we do with the Town website.

The budget request is \$8,000 which represents an increase of 150%.

Former Firehouse

Tony reported that this budget is very nominal to keep it going until the use is decided and the project moves forward. The budget request is \$7,950 which represents a decrease of 25.70%.

Maria asked when we are set to do the project. Tony reported that there are insurance proceeds from the fire of approximately \$200,000 and a grant of \$500,000 which totals \$700,000. Sandy stated that her concern is that we are paying \$8,000 a year to run a building with no use. This needs to be put out on the table and prioritize what we want to use the building for.

Anthony Anastasio asked if there is any further work that needs to be done in the building. Tony reported that nothing on the inside of the building. There is work on the heating, the building needs insulation; there are other issues that need to be taken care of regardless of the use. The Board of Selectmen had decided to put air conditioning in the building. Depending on the use, the building would need an elevator. David King asked if there was an expiration date on the grant. Tony will check, but he thinks it is 2018.

Thomas Darling House

The budget request is \$6,848 which represents a decrease of 14.91%. Tony reported that the Historical Society collects the rent at the Darling House and uses that money to pay the Town for the maintenance, utilities and upkeep of the Darling House. There is corresponding revenue of \$6,848.

Medical Services

This budget request is \$289,791 and represents an increase of .20%. The reduction in the General Professional Services is for the Town to participate in Medcom.

Probate Court

Tony stated that this is our contribution for the Derby Probate Court located in Ansonia. This budget request is \$13,000 which represents a decrease of 3.70%.

General Administration

Tony presented a budget of \$253,716 which represents a decrease of 7.21%. This department includes Property, Auto and Liability insurance. Electricity has decreased mostly because Public Works was on this meter, but with the new building they have their own meter.

Finance

Tony presented a budget of \$347,044 which represents an increase of .43%.

Anthony asked why so many less invoices. Tony stated that there were a capital projects and building projects that increased the number of invoices processed.

Matt stated that tonight is a very easy night, but if you look at Tuesday, it is much more ambitious.

Meeting ended at 7:10 pm

Respectfully submitted,

Karen Crosby

Karen Crosby
Budget Analyst