



THE TOWN OF WOODBRIDGE BOARD OF FINANCE MONTHLY MEETING MINUTES THURSDAY, MAY 19, 2016

A Board of Finance Meeting for the Town of Woodbridge was held in the Central Meeting Room at the Town Hall, Woodbridge, Connecticut on Thursday, May 19, 2016 at 5:50 pm

PRESENT: Chairman, Matthew Giglietti; Vice Chairman, Sandy Stein; Karen Cusick; Andrew Esposito; David King; Paul Kuriakose

ALSO PRESENT: First Selectman, Ellen Scalettar (left meeting at 6:00); Administrative Officer / Director of Finance, Anthony Genovese; Budget Analyst, Karen Crosby

Chairman Matthew Giglietti called the meeting to order at 5:50 pm to allow Ellen to report to the Board of Finance before leaving the meeting.

The Board of Finance voted (Giglietti/Stein) unanimously to move Item 7 (First Selectman's Report) to the top of the agenda to allow Ellen to attend the swearing in of Frank Cappiello as Chief of Police.

FIRST SELECTMAN'S REPORT

Ellen thanked the Board of Finance for their extraordinary work on the budget this year.

Ellen reported on the following activity since the last meeting:

- Met with Ginny Kozlowski of REX regarding New Haven presence at trade show she was attending in Germany. She wanted to be sure that she kept in mind the vacant properties here in Woodbridge.
- Economic Business Breakfast was held at the JCC and there was a fascinating and informative talk by Yaron Baitch and another IT expert. How businesses can protect their data and businesses.
- Ellen, Betsy Yagla, and Tony visited Savino Vineyards – it is truly a labor of love and they have over 3,000 vines.
- Update meeting with DOT for upgrades regarding Exit 59.
- Attended a meeting with DOT regarding the needed repairs of the tunnel. It looks like they may be blasting a third tube for either temporary or permanent use. It looks like there will be serious traffic issues during the repairs.
- Attended the Human Services Volunteer Tea and Audrey Grotheer received the First Selectman's Youth Award, Barry Vine received the Special Friend of Human Services Award and Beecher Road School Kindergarten Class and the Children's House of Montessori received special recognition awards.
- Bethwood Baseball Opening Day was a huge success.
- Attended the Yom Hashoah/Holocaust Memorial at the JCC. Moving remarks by Dr. John Krystal about his father.
- Attended the First Church of Christ on the Green held a concert by the Afro-Semitic Experience.
- Attended the Woodbridge Volunteer Fire Association Installation Dinner, Ellen congratulated the officers
- JCC hosted the Centenarian Luncheon
- Attended Mayor Harp's Inaugural Ball

- Person of the Month for May is William Rosario. There is nothing that we can say to thank William enough for what he does for us.
- Worked with the state delegation to help pass legislation that lifts the cap on solar credits that had been an impediment to our proceeding with the solar project on the capped landfill. It was passed on the last day of session and will be signed by the Governor. Ellen extended her thanks to Senator Crisco, Senator Slossberg, and Representative Klarides
- The Town's microgrid project is being featured at a White House conference on resiliency planning sponsored by the US Department of Energy: presentation by UI
- Ellen also continues her meetings with Mayor Harp

Matt asked Ellen to congratulate Frank for the Board of Finance. Ellen thanked the Board once again for their work on the budget. Matt stated that we also need to thank all of the departments. They produce very responsible budgets and they make the Board of Finance job a lot easier. Matt stated that we have a great staff.

PUBLIC COMMENTS

Mr. Lober addressed the incident that happened on Sunday. It was him that was placing flyers on cars at the Catholic Church urging residents to attend the Town Meeting. He thought he was on solid first amendment ground and mistakenly assumed the Church parking lot was public space. It was not and he should have sought permission. He apologized to anyone he might have offended. He said that the Town Official who informed him of his error who screamed at him and threatened to have him arrested. Mr. Lober expects to be treated in a respectful and gentlemanly fashion.

Mr. Lober proceeded to read his proposals (attached) regarding the Country Club of Woodbridge to the Board of Finance.

Matt stated that we should have a brief discussion about the Annual Town meeting and what was heard. He stated that what needs to be clarified is that the reason we don't have a contract with Billy Casper Golf is that we do not have a proposal. The committee that was formed was told that when the sprinkler/irrigation system was installed, it was poorly designed and poorly designed. The sprinkler system is an accidents waiting to happen and it is a \$1M accident waiting to happen. Matt is no longer a golfer but he did belong to the Oak Lane Country Club and on the finance committee and then the Racebrook Country club and on the finance committee there. You are a disease on the greens away from having a major expenditure. Golf courses are not money-makers. Matt stated that he doesn't know how that club house can be refurbished. Once you start, you run into major problems.

Karen Cusick stated that when they were looking at the bids, no one wanted to touch the club house. Andy stated that the economic opportunity was when the club members were able to buy it from the bank for \$3M. He doesn't see the Town being in the golf business. This will be an issue until it goes to referendum when all the citizens can decide.

Andy stated that David has some good ideas in his proposal

Sandy stated that knowing there are so many interest groups that we need to come up with a proposal that has something in there for as many of the people as possible. Andy stated that we have been trying to do that for three years. Ellen is committed to do this and it will get done. Andy stated that the Board of Selectmen has some plans and options that they are reviewing and let them bring them to us.

Matt stated that the reason it is not in the budget is because Billy Casper has not made a proposal. Sandy stated that if you were Billy Casper and you know that other things are being considered, why would you make a proposal if you don't know what the Town wants to do.

Sandy stated it is not just a matter of keeping the golf course and keeping it as it is. We can't just pay down the debt. There are many other sources funds that would be needed to be able to maintain it.

Karen stated that one of the good things is that we had a nationally recognized organization run the course. The Town did all we could, we went with a world class company. If they can't do it, no one can. They brought all their resources.

ADMINISTRATIVE OFFICER / DIRECTOR OF FINANCE REPORT

Tony reported on the revenues and expenditures through April 2016. There is a budgetary surplus of approximately \$385,970. Tony reported that since this report, he has heard from Dr. Stella that there will have additional funds in their operating budget this year so the surplus will be approximately \$425,000 which is above our fund balance contribution.

Revenues

Intergovernmental Revenues – projected to experience a deficit of \$11,429. There are two issues in this category – first, the Town has been awarded a \$69,191 from FEMA and the second is the State has announced several reductions to municipal aid including PILOT grants, ECS funding, and the municipal aid adjustment grant totaling \$89,178.

Department Revenues – expected to generate a surplus of \$41,350. Anticipated surplus funds in conveyance taxes (\$30,000), and building permits (\$55,000) are offset by anticipated deficits in CCW pool revenue (\$40,000) and SRO funding (\$27,000).

Other Financing Sources – projected to experience a surplus of \$85,000 due to increased private duty revenues.

Expenses

General Administration – projected to experience a surplus of \$35,000 largely due to savings in property, auto, and liability insurance.

The Center – projected to experience a surplus of \$12,000 largely due to savings in utilities.

Police – projected to experience a surplus of approximately \$40,000 due to vacant positions for a portion of the year.

Parks – projected to experience a surplus of \$10,000 due to a vacant position for a portion of the year.

Pool & Gym – projected to experience a surplus of \$13,500 due to a savings in oil heat. The Beecher pool now gets heat from the boilers at Beecher Road School.

Debt Service – Due to a debt refunding in June 2015, the Town will experience a savings of \$12,684 in this year’s debt service budget.

Waste Management – projected to experience a surplus of \$50,000 primarily due to lower than anticipated expenses in TIP fees, bulky waste disposal and recycling.

Benefits – projected to experience a surplus of \$30,000 largely due to a savings in healthcare primarily from vacant positions.

WBOE – As of March 31, 2016, the Woodbridge Board of Education is reporting a deficit of \$194,872 at the end of the fiscal year. Tony anticipates the use of Amity surplus funds to cover the deficit. An update on this is based on Dr. Stella’s letter it is lower.

We have conservative budgets and as of this point we have a \$425,000 surplus which means we are not spending Fund Balance, we are adding to the Fund Balance. What we are doing by asking to appropriate \$400,000 from Fund Balance is if when balancing the budget on June 30, 2017, if we are short, we can use some of the \$400,000 from Fund Balance. We normally do not use the Fund Balance amount, we add to Fund Balance.

Andy stated that it was mentioned that this also affects the Bond Rating. Andy stated that it was the Country Club of Woodbridge that concerns the agencies regarding our bond rating.

Matt stated that the Board should not forget the pool; we all know how much a pool costs. So aside from the golf course we also have the pool.

Matt stated that the Woodbridge Board of Education is doing a great job of working with us on their budget.

Other

Tony wanted to bring to the Board’s attention was a reported from CCM regarding the Adopted FY17 State Budget: Impact on Towns and Cities. The documents address the Motor Vehicle Mill Rate Cap. There is also a section on Revenue Sharing in FY17. The revenue sharing is based on the sales tax collection in the State. In FY18 the State is placing a cap on municipal spending. They are putting a 2.5% cap on our expenditures with some exceptions. One thing that is not listed as an exception is the increase in school population. Tony stated that it causes a perverse incentive to borrow. If debt service is not included, it can give towns incentive to borrow for things you shouldn’t borrow for. The penalty for exceeding the cap is \$.50 on the dollar of every dollar you are over the cap.

David asked about it applying to regional school districts.

FUNDING REQUESTS

1516-13 Allocation\$5,370 (Request for Funding)

To: Fire/Data Processing 1230-00/52210
From: Bd of Finance/Contingency 1170-00/56800
For: IT services at Fire Dept.

Tony explained that there were IT issues with complicated equipment
Sandy stated that this is again, the reason where we need a town-wide IT plan.
Tony that it is being worked on and the first meeting is Friday.

Vote: (Giglietti/Esposito) Unanimous

1516-15 Allocation.....\$10,994 (Request for Funding)

To: Fire/Capital-Machinery 1230-00/57410
From: Bd of Finance/Contingency 1170-00/56800
For: Replacement of UPS (battery backup) at 125 Bradley Road radio site
Tony reported that the UPS has failed. The UPS helps until a generator can be put there when they lose power. Andy stated that a small backup generator may work.
Vote: (Giglietti/Esposito) Unanimous

1516-16 Allocation.....\$17,500 (Line Item Transfer)

To: CNR-DPW/Paving Improvements 302-3100/57202/TRCLM
From: CNR-Bldg Maint/Repair & Maint/Bldgs \$ 1,241.38 302-3700/53530/LIBRY
CNR-Bldg Maint/Repair & Maint/Bldgs \$ 1,350.00 302-3700/53530/PAINT
CNR-Buildings \$ 407.72 302-3700/57200/NTGAS
CNR-Buildings \$14,500.90 302-3700/57200/FLOOR
For: Traffic calming project on Landin Street
Tony reported that this is for the speed bumps on Landin Street
Vote: (Giglietti/Stein) Unanimous

1516-17 Allocation.....\$2,500 (Line Item Transfer)

To: Human Svc/Programs & Publicity 1410-00/54710
From: Human Svc/Prof Dev. Conf \$1,900 1410-00/54610
Human Svc/Prof Dev-Dues \$ 200 1410-00/54620
Human Svc/Repair&Maint-Vehicle \$ 400 1410-00/53520
For: Additional costs for bulk mail – senior newsletter
Vote: (Giglietti/Cusick) Unanimous

1516-18 Allocation.....\$24,800 (Line Item Transfer)

To: CNR-CCW/Non Buildings 302-1192/57300/REM
From: CNR-Human Services-Vehicles 302-4100/57450/HSVAN
For: Removal of contaminated soil in back of the maintenance area at CCW that has been identified as a significant environmental hazard. This is fenced off and marked and way off the beaten path.

Sandy asked Tony to review all of the requests associated with this issue and then go back and vote.

1516-19 Allocation.....\$15,000 (Line Item Transfer)

To: CNR-CCW/Non Buildings 302-1192/57300/REM
From: CNR-Human Services 302-4100/57463/HSVAN
For: Additional Testing of ground water and existing monitoring wells at the CCW. These were retested recently.

1516-20 Allocation.....\$12,336 (Line Item Transfer)

To: CNR-CCW/NonBuildings 302-1192/57300/REM
From: CNR-Human Svc-Vehicle \$10,836 302-4100/57450/HSVAN
CNR-BldgMaint-Bldgs \$ 1,500 302-3700/57200/FLOOR

For: Install and test additional ground water monitoring wells at the Halfway House are at the CCW

This is to take care of concerns of the ground water around the Halfway House. This will install additional monitoring wells. This is not a significant environmental hazard. This will be tested one time and Tony is not sure how often then would need to be tested in the future.

1516-21 Allocation.....\$8,964 (Request for Funding)

To: CNR-CCW/NonBuildings 302-1192/57300/REM
From: Bd of Finance/Contingency 1170-00/56800
For: Additional funding for project described in above Line Item Transfer 1516-20

Sandy asked about the funds coming from Human Services. Tony explained that funds were budgeted for a new van in Human Services and then they received a grant to purchase the vehicle.

Voting on 1516-18 through 1516-21:

1516-18 Vote: (Giglietti/Cusick) Unanimous
1516-19 Vote: (Giglietti/Kuriakose) Unanimous
1516-20 Vote: (Giglietti/Cusick) Unanimous
1516-21 Vote: (Giglietti/Stein) Unanimous

APPROVAL OF MINUTES

The Board of Finance voted (Giglietti/Esposito) unanimously to approve the minutes of the April 25, 2016 meeting as presented.

The Board of Finance voted (Giglietti/Stein) unanimously to approve the minutes of the May 16, 2016 meeting as presented.

PRELIMINARY SUSPENSE LIST

The Board of Finance reviewed the preliminary suspense list that was submitted by Tax Collector, Pat Crisco. This will be brought before the Board in June for voting.

APPOINTMENT OF AUDITOR

The Board of Finance voted (Giglietti/Stein) unanimously to appoint RSM as our auditor for the second year of a four year contract.

LIAISON REPORTS

Amity – Matt reported that there is nothing major going on. They appointed Terry Lumas to take Jack Levine's place when he retires.

Fire - Paul reported that most everything had been covered in the meeting. There are issues with Engine 3 with the pump.

EMS – Karen reported that they met the night of the Annual Town Meeting and she was unable to attend.

Human Services – Karen reported that all is well. She attended the volunteer tea.

Police – Andy reported that they are meeting at the time of this meeting.

Recreation – David was unable to attend.

Library – Sandy reported that the Friends had a successful fund raiser. There will be a book sale by the Friends June 3rd through 5th. They have resurfaced as an active organization. There are continuing to be problems with the state wide book delivery. The library directors will be meeting with the State Library board of directors to discuss this problem to see if they can do something about the problem. There will be a staff development day on June 15th (Amity Graduation Day) and the Library will be closed.

Andy stated that he wanted to clear the air about something. He was the public official that Mr. Lober was referring to. There were no names on the flyers and he didn't have permission to put the flyers on the cars. Mr. Lober told Andy that he can do what he wants. Andy went and got Father Gene and he talked with Mr. Lober and then Mr. Lober left.

Matt stated that he writes a lot of letters. If you are going to write a letter, put your name on it.

Andy stated that they were being put on the windshields during the 9:30 Mass and then they had their breakfast and when the people were coming in they were annoyed that they were put on their cars.

The Board of Finance voted (Giglietti/Stein) unanimously to adjourn at 7:00 pm

Respectfully submitted,

Karen Crosby

Karen Crosby
Budget Analyst

The Town has an economic situation which was not of your doing. The sale and development of the golf course property would be a straightforward but unpalatable solution that would

likely fail if presented in referendum to Woodbridge voters. What on the surface appear to be conflicting interests may have more compatibility than people have imagined. Golfers want the 18 hole course preserved, open space proponents don't want development, town services want expanded facilities, and others want the clubhouse preserved and profitable. There is also the desire of some residents for over 55 housing. Below is a proposed solution that I believe could satisfy all stakeholders. It was compiled through conversations with many concerned and creative town residents. I would urge you to consider the suggestions below and to investigate them as to their feasibility

PROPOSAL FOR PRESERVATION OF CCW PROPERTY AND FUNDING SCHEME

- **seek out contract with BCG to continue Golf operations, hopefully long term**
- **engage reputable local builders, such as Peter Olson and John LaVorgna to bid out repairs and rehabilitation costs for clubhouse**
- **seek food service vendor for clubhouse restaurant and grill**
- **move recreation, seniors, and fitness center to clubhouse**
- **leave old firehouse to fire dept. for storage**
- **abandon scheme to rehab old firehouse or build storage building at new firehouse site**
- **divert funds anticipated for aforementioned plans to clubhouse repairs**
- **set up independent non-profit to seek funding for solar panel installation to service clubhouse, or simply have solar company install panels and pay rent to the town.**
- **Explore Planned Development District for excess land on Woodfield road, 14 acres on Parkway side and 17 acres on Golf Course side for limited development of single family clustered homes with minimal maintenance requirements, with no zoning change,(approximately 20 homes).**
- **Seek local developer to buy land and build said homes**

- Use some funds from sale of land to fund clubhouse repairs and rehab, some to pay down bond for CCW property
- seek out option to build ADA compliant elevator , perhaps provide ADA compliant ramps for access instead
- Create conservation easement for golf course to protect it forever from development
- Expand the use of the ccw course to allow use by town residents for walking

Respectfully submitted

David Lober