



**THE TOWN OF WOODBRIDGE
BOARD OF FINANCE / BOARD OF
SELECTMEN
BUDGET PRESENTATION
MEETING MINUTES
THURSDAY, JANUARY 24, 2008
AT 6:00 P.M.**

A Board of Finance Meeting/Board of Selectmen meeting for the Town of Woodbridge was held in the main meeting room at the Town Hall, Woodbridge, Connecticut on Thursday, January 24, 2008

PRESENT:

BOARD OF FINANCE;

Chairman, Matthew Giglietti; **Vice** Chairman, Janet Barillari; Laurence Grotheer; David King, Michael Luther; Tony Schaffer

BOARD OF SELECTMEN:

First Selectman, Edward Sheehy, Deputy First Selectman, James Sabshin; Laura Ferrante Fernandes

ALSO PRESENT:

Finance Director, Anthony Genovese; Administrative Officer, Joseph Hellauer; Budget Analyst, Karen Crosby

Meeting called to order at 6:05 p.m.

PUBLIC WORKS

Warren Connors presented a budget with a department request of \$1,176,062, which is a 1.88% increase over FY08 year.

Warren indicated that the Overtime account has a history of higher expenditures than budgeted for and he increased that account. Also, the Legal Ad budget line has a history of higher expenditures than budgeted for and he also increased that account.

The Road Maintenance account decreased but the Capital Budget has seen an increase in the Road Construction Reserve.

WASTE MANAGEMENT

Warren presented a budget of \$629,761, which is an increase of .78% over the FY08 budget.

Warren reported to the Boards that the Waste Disposal Tipping Fee might have to be adjusted later because those fees have not been adopted by CRRA at this time. The Recycling line has decreased due to historical numbers.

Bulky Waste Disposal increased due to it being the second year of a two-year contract, this represents a slight change.

REMEDICATION

Warren presented a budget of \$17,436, which represents a 46.90% decrease due to less wells needing testing.

POLICE DEPARTMENT

Chief Gene Marcucci and Deputy Chief Ray Stuart presented a budget of \$2,842,924, which is an increase of \$15.76% increase over the FY08 budget.

Deputy Chief Stuart indicated that there is a mistake in the Officer Salary Line, which should be \$1,276,773 instead of the \$1,529,249 as requested. This changes the total request to \$2,590,448. Tony Genovese explained that the Police Commission votes on the requested budget, so the change that Ray has indicated will be shown in the Selectmen's Proposed.

Ray explained that the Commission would like to separate the Investigative Services overtime from regular patrol overtime and that is indicated in this budget request.

Ray also explained that they have a separate budget line for D.A.R.E at Beecher and they would like to have a separate line for the SRO at Amity this is also indicated in this budget request.

Ray indicated that the Police Commission approved an increase for their senior dispatcher, who is also the IT Technician. This person is a full time dispatcher and full time IT person. He needs to assist the department with IT related work. The dispatch overtime account has been adjusted to have someone cover hours on the dispatch desk while this person is working on IT projects.

The Tires, Oil & Gas account has increased 40% due to higher prices for gasoline.

The \$1,500 in the Capital – Machinery line represents the purchase of a typewriter, which is needed for the many State forms that require forms typewritten in multiple copies.

TAX COLLECTOR

Pat Crisco, Tax Collector, presented a budget of \$113287, which represents a 3.47% increase over the FY08 budget.

Communications Telephone has increased due to the requested purchase of a fax machine for the office.

Postage rates will be increasing and that is reflected in the Postage request. Legal Ads have increased due to rates charged at the newspapers. Car Allowance has increased due to the IRS reimbursement rate increasing.

There was discussion on the number of foreclosures and the tax collection involved.

Pat reported that they had more payments in December (payments due in January) than they have ever had.

MEDICAL SERVICES

Joe Hellauer presented a budget of \$269,571, which represents an increase of 3.09% over the FY08 budget. Professional Services is the contract with AMR for paramedic response and ambulance service. The Regional Services is annual CMED contribution.

REGISTRAR OF VOTERS

Beth Heller presented a budget of \$46,718, which represents an increase of 14.17% over the FY08 budget.

Beth stated that there is a request for a salary increase for the Registrars and Deputy Registrars. Also, the Election Workers line has increased due to the number of elections, Amity Referendum, and other referendums needed for capital projects.

FIRE COMMISSION

Commission Chair, Beth Heller and Chief Andrew Esposito presented a budget of \$579,262, which represents an increase of 36.65% over FY08. A note to this is that for approximately six months they have budgeted for both the old building and the new building.

The increase of 56.98% in the Part Time Clerical line represents increasing from 17 hours per week to 28 hours per week. This person is taking care of memos, taking the voice mail messages, scheduling appointments for the Chief and Fire Marshal, data entry and reports; also she is inputting the invoices and purchase requisitions into the Town financial package (MUNIS).

Andrew reported that they have come a long way in the last six months, they are much more efficient.

A number of the budget lines are showing large increases due to funding the old building for the entire year and the new building for approximately six months.

The Capital-Machinery request of \$24,680 includes defibrillator purchase, minitor (pagers) replacements, Toughbook laptop computers for vehicles, purchase of rescue struts which are used to stabilize the vehicles at accidents, purchase of cribbing (used in conjunction with the rescue struts), also purchase of desktop computers for both the Fire Marshal and clerk. They have been having issues with the computers and they have been fixed to run for the short term.

Matt stated that there are so many variables in this budget that if we went to a meeting with such a high increase, there will many, many questions. He suggested that some of the money should be put in contingency so when the department moves to the new building when they need the money, it can be transferred to the department. The Boards asked Tony to work on those account lines to see what should be transferred to contingency and how much should be left in the Fire Commission budget.

Michael Luther stated that the Fire Commission did a fine job with budgeting for FY09; he congratulates them on the effort.

Jim Sabshin left meeting at 8:05 p.m.

TAX ASSESSOR

Tax Assessor, Betsy Quist, presented a budget of \$150,224, which is an increase of 2.91% over FY08.

Decrease in Printing and Binding due to using an independent printer rather than Quality Data.

Betsy has requested an increase in her salary line. She has had two reviews over the past two years that she felt were good reviews. Her review sheet showed she didn't have a merit increase since FY01. She requested a merit increase for herself. This is going to the personnel committee.

Legal Ad rates have increased and they are required by law to place legal ads twice a year.

The power lines have added \$14,000,000 which will increase the taxes \$400,000. This is only half the project. This is just an estimate and it is done through the DPUC, they are allowed to estimate the costs.

BOARD OF TAX REVIEW

Betsy presented a budget of \$2,780, which is a 1.09% increase over FY08. The only increase in this budget was \$30 for postage.

The meeting ended at 8:15 p.m.

Respectfully submitted,

Karen Crosby
Budget Analyst