Board of Selectmen's
Special Meeting
<u>March 1, 2016</u>

The meeting was called to order by First Selectman George Temple at 4:03pm. Present: First Selectman George Temple, Selectman Jeff Haney, Selectman Kathy Johnson. Also present: James Hliva, Finance Director.

The purpose of the Special Meeting is to review the Town Budget and Capital Improvement Plan.

First Selectman George Temple commented there is a 2.7% increase in the budget.

<u>MOTION:</u>

Selectman Jeff Haney moved to approve an 8% increase in non-union employee salaries, with a 7% co-pay for health insurance. This was seconded by Selectman Kathy Johnson. All 3 ayes. Motion carries.

Discussion: Jeff Haney compared Town of Oxford salaries to surrounding municipalities of like populations. He concluded that Oxford employees are well under paid and would like to see their salaries increase by 8%, with an insurance co-pay of 7%. First Selectman George Temple and Kathy Johnson agreed this should be done.

The Ambulance budget was discussed. Jim Hliva stated he contacted Jerry Schwab to go over the Ambulance budget, but his first available date to discuss it was March 4th, so Jim Hliva left it the same, no changes, from last year's budget.

The $1,350,000 revenue from the cell tower leases was discussed by Jim Hliva. He stated $40,000 of that money will balance the 2015-16 budget. The $1,310,000 net revenue will go to the following items: $215,000 for high school baseball fields, $403,531 for Tetlak Park, and recommended paying off leases in the amount of $524,999, so that the budget for next year will be reduced. The remaining balance is $166,470.

<u>MOTION;</u>

Selectman Kathy Johnson moved to approve the Town of Oxford's Operating Budget of $15,109,331 plus $734,000 for road improvements, totaling $15,843,331. This was seconded by Jeff Haney. All 3 ayes. Motion carries.

The Capital Improvement Plan was discussed. Jim Hliva recommended purchasing 2 new Town vehicles.

<u>MOTION:</u>

First Selectman George Temple moved to cut out all references to repairing and renovating Oxford Center School, in the amount of $17,901,764 and put in $1,000,000 for an architect to design a new school. This was seconded by Kathy Johnson. All 3 ayes. Motion carries.

Discussion: The Board of Selectmen were in agreement not to put any more money into Center School, since a new one needs to be built. First Selectman George Temple recommended $1,000,000 be put into the Capital Plan for an architect to design the new school.

MOTION:

First Selectman George Temple moved to remove 2 line items in the Capital Improvement Plan for Wolverine Field: $64,796 for track and field equipment and $30,000 for drainage. This was seconded by Kathy Johnson. All 3 ayes. Motion carries.

Motion to Adjourn was made at 4:48pm by Selectman Kathy Johnson. This was seconded by Jeff Haney. All 3 Ayes. Motion carries.

Respectfully submitted, subject to approval

R. Costigan

Robbi Costigan, Clerk

TOWN OF OXFORD

DEPARTMENT REQUESTED BUDGETS

2016 - 2017

	2013-2014	2014-2015	2014-2015	2015-2016	2016-2017	DEPARTMENT	SELECTMEN
	ACTUAL	ADOPTED	ACTUAL	ADOPTED	ACTUAL TO	REQUEST	PROPOSED
					2/1/2016	2016-2017	2016-2017
EXPENDITURES SUMMARY							
TOTAL GENERAL GOVERNMENT	1,924,635	2,130,809	1,982,240	2,129,186	1,310,305	2,348,336	2,332,876
TOTAL CONSERVATION OF HEALTH	1,118,815	1,103,722	1,111,298	969,155	384,818	1,104,553	998,987
TOTAL PUBLIC SAFETY	1,888,856	2,057,802	2,092,350	2,111,263	784,280	2,908,406	2,647,755
TOTAL PUBLIC ACTIVITIES	467,959	481,462	466,540	503,727	307,759	545,492	546,414
TOTAL PUBLIC WORKS	1,860,082	1,854,588	1,984,557	2,210,350	997,820	2,239,837	2,239,837
TOTAL SOLID WASTE	240,004	279,781	251,152	298,938	133,394	301,168	301,168
TOTAL LIBRARY	247,867	256,425	259,118	259,581	155,017	314,570	276,344
TOTAL CAPITAL OUTLAY	1,292,122	581,666	564,427	-	-	-	-
TOTAL DEBT SERVICE	3,353,280	3,383,690	3,380,942	3,761,770	2,735,310	3,361,153	3,041,775
TOTAL OTHER	2,219,096	2,396,851	2,316,591	2,449,510	1,552,197	2,771,375	2,724,175
TOTAL OPERATING EXPENDITURES	14,612,716	14,526,796	14,409,215	14,693,480	8,360,900	15,894,890	15,109,331
CAPITAL AND NON RECURRING	634,000	734,000	734,000	1,217,000	1,217,000	734,000	734,000
TOTAL OPERATING TRANSFERS	-	734,000	734,000	1,217,000	1,217,000	734,000	734,000
TOTAL MUNICIPAL EXPENDITURES	14,612,716	15,260,796	15,143,215	15,910,480	9,577,900	16,628,890	15,843,331

TOWN OF OXFORD

DEPARTMENT REQUESTED BUDGETS

2016 - 2017

	2013-2014 ACTUAL	2014-2015 ADOPTED	2014-2015 ACTUAL	2015-2016 ADOPTED	2016-2017 ACTUAL TO 2/1/2016	DEPARTMENT REQUEST 2016-2017	SELECTMEN PROPOSED 2016-2017
REVENUE SUMMARY							
TOTAL PROPERTY TAXES	33,870,036	35,870,415	35,798,527	36,395,651	25,065,265	9,000,326	9,027,767
TOTAL ASSESSMENTS	-	5,000	-	-	-	-	-
TOTAL GOVERNMENT GRANTS	3,071,832	5,418,332	6,329,379	5,803,263	1,625,381	5,803,263	5,803,263
TOTAL REVENUES FROM USE OF MONEY	11,663	20,000	84,129	35,000	3,488	35,000	35,000
TOTAL LICENSES & PERMITS	455,169	440,000	554,347	545,000	296,811	545,000	545,000
TOTAL USER FEES	174,501	190,000	227,619	225,000	181,891	225,000	225,000
TOTAL OTHER	153,332	259,500	1,265,205	267,301	1,906,379	267,301	207,301
REVENUE	37,736,533	42,203,247	44,259,206	43,271,215	29,079,215	15,875,890	15,843,331
OPERATING TRANSFERS IN	-	-	-	-	-	-	-
TOTAL OPERATING REVENUE	37,736,533	42,203,247	44,259,206	43,271,215	29,079,215	15,875,890	15,843,331
CAPITAL FUNDING-NONRECURRING	-	-	-	-	-	-	-
TOTAL REVENUE	37,736,533	42,203,247	44,259,206	43,271,215	29,079,215	15,875,890	15,843,331

TOWN OF OXFORD

DEPARTMENT REQUESTED BUDGETS

2016 - 2017

	2013-2014 ACTUAL	2014-2015 ADOPTED	2014-2015 ACTUAL	2015-2016 ADOPTED	2016-2017 ACTUAL TO 2/1/2016	DEPARTMENT REQUEST 2016-2017	SELECTMEN PROPOSED 2016-2017
EXPENDITURES							
GENERAL GOVERNMENT							
SELECTMEN	260,389	267,014	260,648	240,068	152,244	285,829	302,949
FINANCE DEPARTMENT	191,812	204,852	201,944	199,970	115,119	205,498	211,908
TREASURER	6,798	6,780	7,084	7,020	4,351	7,263	7,263
ASSESSORS	186,320	184,490	192,403	205,410	113,413	212,745	209,925
TAX COLLECTOR	135,660	143,936	150,644	147,251	89,588	171,235	175,329
TOWN CLERK	170,043	177,493	173,588	178,814	102,801	186,192	194,216
REGISTRAR OF VOTERS	48,974	69,224	49,486	71,581	30,279	75,160	71,207
CHARTER REVISION COMMISSION	-	-	-	-	-	-	-
TOWN COUNSEL	191,639	148,000	221,434	97,000	68,011	133,000	133,000
PROBATE COURT	7,608	6,443	6,443	5,000	-	6,354	6,354
HOUSING AUTHORITY	377	600	62	400	-	400	400
ASSESSMENT APPEALS/TAX REVIEW	630	865	791	1,415	99	890	890
BOARD OF ETHICS	-	100	-	100	-	100	100
ECONOMIC DEVELOPMENT	54,682	60,800	53,947	59,700	34,598	70,250	70,250
FINANCE, BOARD OF	1,693	2,564	2,021	2,000	632	2,000	2,000
FINANCE CONTINGENCY	-	200,000	-	240,000	240,000	240,000	240,000
LAWN MAINTENANCE	56,000	61,500	62,700	56,220	22,200	56,220	56,220
WATER HYDRANT EXPENSES	70,984	73,464	72,725	74,616	48,383	75,836	75,836
PLANNING & ZONING	169,641	140,785	154,152	170,457	90,612	224,231	177,164
ZONING BD OF APPEALS	530	900	-	900	-	900	900
CONSERVATION COMMISSION	121,192	120,047	121,128	125,793	69,817	132,140	131,906
S.B. CHURCH TOWN HALL	249,663	260,952	251,040	245,471	128,158	262,093	265,059
TOTAL GENERAL GOVERNMENT	1,924,635	2,130,809	1,982,240	2,129,186	1,310,305	2,348,336	2,332,876
CONSERVATION OF HEALTH							
EMERGENCY MEDICAL SERVICES	269,807	261,482	265,556	192,866	126,667	228,399	192,866
LAKE HOUSATONIC AUTHORITY	7,350	10,680	10,680	11,250	11,250	12,819	12,819
LAKE ZOAR AUTHORITY	26,544	23,906	23,906	23,281	23,281	21,365	21,365
POMPERAUG HEALTH DISTRICT	98,764	99,988	99,988	104,408	78,306	110,027	110,027
WATER POLLUTION CONTROL	706,104	698,403	701,883	626,360	136,175	718,925	648,892
HEALTH & SOCIAL SERVICES	10,246	9,263	9,285	10,990	9,139	13,018	13,018
TOTAL CONSERVATION OF HEALTH	1,118,815	1,103,722	1,111,298	969,155	384,818	1,104,553	998,987

TOWN OF OXFORD

DEPARTMENT REQUESTED BUDGETS

2016 - 2017

	2013-2014 ACTUAL	2014-2015 ADOPTED	2014-2015 ACTUAL	2015-2016 ADOPTED	2016-2017 ACTUAL TO 2/1/2016	DEPARTMENT REQUEST 2016-2017	SELECTMEN PROPOSED 2016-2017
PUBLIC SAFETY							
FIRE DEPARTMENT	334,979	358,648	386,900	372,421	162,281	397,641	397,641
FIRE MARSHAL	111,076	115,287	119,390	117,235	68,562	135,407	144,893
EMERGENCY COMMUNICATIONS	110,141	120,622	110,369	133,522	114,924	129,983	129,983
OPEN BURNING OFFICIAL	-	1	1,442	-	-	-	-
POLICE DEPARTMENT	1,158,550	1,241,586	1,275,436	1,261,392	343,714	2,015,322	1,740,322
CIVIL PREPAREDNESS	2,978	8,700	14,570	7,800	2,247	9,603	9,603
DOG WARDEN	64,873	83,671	71,881	85,024	22,608	85,224	85,224
BUILDING DEPARTMENT	106,259	129,287	112,362	133,869	69,944	135,226	140,089
TOTAL PUBLIC SAFETY	1,888,856	2,057,802	2,092,350	2,111,263	784,280	2,908,406	2,647,755
PUBLIC ACTIVITIES							
ELDERLY COMMISSION	195,472	195,564	196,318	204,410	116,805	208,595	209,017
PARK & RECREATION	257,987	272,398	256,722	284,817	183,918	319,397	319,397
MEMORIAL DAY PARADE	4,000	4,000	4,000	4,000	-	4,000	4,000
FIREWORKS, JULY 4TH	4,000	4,000	4,000	4,000	4,000	4,000	4,000
POMPERAUG RIVER WATERSHED	2,000	2,000	2,000	2,000	2,000	4,000	4,000
HISTORICAL SOCIETY	1,000	1,000	1,000	1,000	1,000	5,000	5,000
HOUSATONIC VALLEY ASSOCIATION	500	500	500	500	-	1,000	1,500
CULTURAL ARTS COMMISSION	3,000	2,000	2,000	3,000	36	500	500
						3,000	3,000
TOTAL PUBLIC ACTIVITIES	467,959	481,462	466,540	503,727	307,759	545,492	546,414
PUBLIC WORKS							
WAGES	881,665	847,767	942,855	877,720	483,477	1,058,482	1,058,482
HIGHWAYS MAINTENANCE	836,190	861,000	883,385	1,179,051	413,899	1,001,165	1,001,165
STREET LIGHTING	25,343	25,727	30,509	30,000	16,071	33,000	33,000
P.W. ADMIN. & GENERAL EXPENSES	74,899	78,094	86,058	81,539	47,073	105,150	105,150
TREE REMOVAL	41,985	42,000	41,750	42,040	37,300	42,040	42,040
TOTAL PUBLIC WORKS	1,860,082	1,854,588	1,984,557	2,210,350	997,820	2,239,837	2,239,837
SOLID WASTE							
RECYCLING & SOLID WASTE	240,004	279,781	251,152	298,938	133,394	301,168	301,168
TOTAL SOLID WASTE	240,004	279,781	251,152	298,938	133,394	301,168	301,168
BOARD OF EDUCATION	27,641,198	27,648,793	28,324,728	28,113,735	13,793,080	-	-
TOTAL BOARD OF EDUCATION	27,641,198	27,648,793	28,324,728	28,113,735	13,793,080	-	-

TOWN OF OXFORD

DEPARTMENT REQUESTED BUDGETS

2016 - 2017

	2013-2014 ACTUAL	2014-2015 ADOPTED	2014-2015 ACTUAL	2015-2016 ADOPTED	2016-2017 ACTUAL TO 2/1/2016	DEPARTMENT REQUEST 2016-2017	SELECTMEN PROPOSED 2016-2017
LIBRARY	247,867	256,425	259,118	259,581	155,017	314,570	276,344
TOTAL LIBRARY	247,867	256,425	259,118	259,581	155,017	314,570	276,344
CAPITAL OUTLAY	1,292,122	581,666	564,427	-	-	-	-
TOTAL CAPITAL OUTLAY	1,292,122	581,666	564,427	-	-	-	-
DEBT SERVICE							
PRINCIPAL	2,428,116	2,491,287	2,491,287	2,895,711	1,948,522	2,554,635	2,248,239
INTEREST	925,164	892,403	889,655	866,059	786,788	806,518	793,536
TOTAL DEBT SERVICE	3,353,280	3,383,690	3,380,942	3,761,770	2,735,310	3,361,153	3,041,775
OTHER							
EMPLOYEE BENEFITS	2,041,134	2,191,854	2,111,594	2,233,232	1,344,708	2,499,438	2,452,238
INSURANCE	177,962	204,997	204,997	216,278	207,489	271,937	271,937
OTHER							
TOTAL OTHER	2,219,096	2,396,851	2,316,591	2,449,510	1,552,197	2,771,375	2,724,175
TOTAL EXPENDITURES	42,253,914	42,175,589	42,733,943	42,807,215	22,153,980	15,894,890	15,109,331
OPERATING TRANSFERS							
CAPITAL & NONRECURRING FUND							
ROAD PROJECTS	634,000	734,000	734,000	734,000	734,000	734,000	734,000
OTHER PROJECTS (19 PROJECTS)				483,000	483,000		
TOTAL OPERATING TRANSFERS	634,000	734,000	734,000	1,217,000	1,217,000	734,000	734,000

TOWN OF OXFORD

CAPITAL PLAN WORKSHEET BOARD OF SELECTMEN

FY 2016 - 2017

			TOTAL	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	FUNDING SOURCE
BUILDINGS									
	BOARD OF EDUCATION	QUAKER FARMS SCHOOL	1,187,300	433,200	286,000	316,800	151,300	-	3,7
	BOARD OF EDUCATION	CENTER SCHOOL	-	-	-	-	-	-	3,5,6,7
	BOARD OF EDUCATION	GREAT OAK SCHOOL	1,913,000	462,000	1,217,500	218,500	7,500	7,500	3,7
	BOARD OF EDUCATION	HIGH SCHOOL	30,000	15,000	15,000	-	-	-	3,7
	SCHOOL BUILDING COMMITTEE ARCHITECT FEES		1,000,000	1,000,000					
VEHICLES									
	TOWN HALL	FORD EXPLORER	38,140	38,140					7
	TOWN HALL	FORD EXPLORER	38,140	38,140					7
	FIRE MARSHAL	FORD EXPEDITION	49,000	49,000					7
	POLICE	CRUISERS	210,000	42,000	42,000	42,000	42,000	42,000	3,7
	PUBLIC WORKS	1/7 YD TRUCK PLOW & SANDER	214,000	214,000					7
	PUBLIC WORKS	BACKHOE	120,000	120,000					7
	PUBLIC WORKS	ASPHALT REPAIR TRAILER	15,746	15,746					7
	PUBLIC WORKS	4X4 TRUCK PLOW AND SANDER	108,000	108,000					7
	PUBLIC WORKS	LOADER	220,000	220,000					7
	FIRE DEPARTMENT	CHIEFS VEHICLES	115,000		55,000		60,000		3,7
	FIRE DEPARTMENT	PUMPER	680,000	680,000					7
	FIRE DEPARTMENT	TANKER 33	350,000	350,000					7
	FIRE DEPARTMENT	BRUSH TRUCK	133,000		133,000				3,7
	FIRE DEPARTMENT	PUMPER	741,000			741,000			3,7
	SENIOR CENTER	BUS	65,000	65,000					7
			-						
ROADS			-						
	PUBLIC WORKS	PAVING AND DRAINAGE	4,388,570	877,714	877,714	877,714	877,714	877,714	1
			-						
OTHER			-						
	POLICE	TASERS	27,725	27,725					3
	POLICE	BODY CAMERAS	67,019	67,019					3
	FIRE DEPARTMENT	UPGRADE SCOTT AIR PACKS	350,000	350,000					3
TOTAL			12,060,640	5,172,684	2,626,214	2,196,014	1,138,514	927,214	
			-						

TOWN OF OXFORD

CAPITAL PLAN WORKSHEET BOARD OF SELECTMEN

FY 2016 - 2017

		TOTAL	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	FUNDING SOURCE
	FUNDING SOURCES							
1	CAPITAL & NONRECURRING	4,388,570	877,714	877,714	877,714	877,714	877,714	
2	LOCAL CAPITAL IMPROVEMENT				-	-	-	
3	GENERAL BUDGET	3,377,100		1,748,500	1,318,300	260,800	49,500	
5	SCHOOL CONSTRUCTION GRANTS	-		-				
6	BONDING	1,000,000	1,000,000	-			-	
7	OTHER	3,294,970	3,294,970					
TOTAL		12,060,640	5,172,684	2,626,214	2,196,014	1,138,514	927,214	

			TOTAL	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	FUNDING SOURCE
	BOARD OF EDUCATION		-						
	QUAKER FARMS SCHOOL	Auto temperature control system	163,000	163,000					
	QUAKER FARMS SCHOOL	Walkway Repave/ Replace	155,000	155,000					
	QUAKER FARMS SCHOOL	Door Replacement	10,200	10,200					
	QUAKER FARMS SCHOOL	Door Replacement	12,000	12,000					
	QUAKER FARMS SCHOOL	Air Conditioning	61,000	61,000					
	QUAKER FARMS SCHOOL	Cafeteria Tables	32,000	32,000					
	QUAKER FARMS SCHOOL	Stage Accessibility	8,000		8,000				
	QUAKER FARMS SCHOOL	Replace 2nd grade playground	85,000		85,000				
	QUAKER FARMS SCHOOL	Repave front Parking Lot	350,000		175,000	175,000			
	QUAKER FARMS SCHOOL	Floor Scrubber	18,000		18,000				
	QUAKER FARMS SCHOOL	Replace Sinks	33,600			16,800	16,800		
	QUAKER FARMS SCHOOL	Repave 2nd grade parking lot	250,000			125,000	125,000		
	QUAKER FARMS SCHOOL	Gym Padding on Walls	9,500				9,500		
			-						
			-						
		QUAKER FARMS TOTAL	1,187,300	433,200	286,000	316,800	151,300	-	
			-						
	CENTER SCHOOL	Roof Repair (option)	-	-			-		
	CENTER SCHOOL	Replace Playground Areas	-		-				
	CENTER SCHOOL	Roof Replacement	-		-				
	CENTER SCHOOL	Roof Replacement	-		-	-			
	CENTER SCHOOL	Replace shades and blinds	-			-			
	CENTER SCHOOL	ADA Compliance issues	-		-				
	CENTER SCHOOL	Fix Structural Deficiencies	-		-				
	CENTER SCHOOL	Code Violations	-		-				
	CENTER SCHOOL	Boiler # 2 System	-		-				
	CENTER SCHOOL	Replace Core Space	-		-				
	CENTER SCHOOL	Remove Oil Tank	-		-				
	CENTER SCHOOL		-						
		OXFORD CENTER TOTAL	-	-	-	-	-	-	
			-						

			TOTAL	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	FUNDING SOURCE
	GREAT OAK SCHOOL	Asbestos abatement	48,000	48,000					
	GREAT OAK SCHOOL	Auto Temperature Controls	224,000	224,000					
	GREAT OAK SCHOOL	Replace Windows	1,200,000		1,200,000				
	GREAT OAK SCHOOL	Block Repair and Water Seal	115,000	115,000					
	GREAT OAK SCHOOL	Door Replacement	30,000		7,500	7,500	7,500	7,500	
	GREAT OAK SCHOOL	Sports Facility Landscaping	10,000		10,000				
	GREAT OAK SCHOOL	Repair Track	15,000	15,000					
	GREAT OAK SCHOOL	Repair Rear Driveway	60,000	60,000					
	GREAT OAK SCHOOL	Exterior Door Replacement	103,000			103,000			
	GREAT OAK SCHOOL	Replace Hallway Carpet	10,000			10,000			
	GREAT OAK SCHOOL	Café and Gym Roof	98,000			98,000			
			-						
		GREAT OAK TOTAL	1,913,000	462,000	1,217,500	218,500	7,500	7,500	
			-						
	HIGH SCHOOL	Storage units	15,000	15,000					
	HIGH SCHOOL	Paint Hallways	15,000		15,000				
			-						
		OXFORD HIGH TOTAL	30,000	15,000	15,000	-	-	-	
			-						
			-						
		GRAND TOTAL	3,130,300	**910,200**	**1,518,500**	**535,300**	**158,800**	**7,500**	