

**MINUTES
SPECIAL MEETING
BOARD OF FINANCE – 2016/2017 BUDGET REVIEW
OXFORD TOWN HALL
TUESDAY, MARCH 29, 2016 – 7:00 P.M.**

Present: Chairman Jack Kiley; Tom Kelly; Lila Ferrillo; Sue Arpin; Dana Flach; Robert DeBisschop. Also present: James Hliva, Finance Director.

Selectman Kathy Johnson and Board of Education members, Steve Brown, Amy Cote, Chairman and Ana Ortiz, Superintendent of Schools, were present as Audience of Citizens.

The meeting was called to order by Chairman Kiley at 7:00 p.m. and the Pledge of Allegiance was recited.

First item discussed was the Dog Warden. Jim Hliva stated that in the proposal all three employees (the Dog Warden, Assistant Dog Warden, Deputy Dog Warden) are all in for nineteen (19) hours per week. This will allow for flexibility when the department is busy and be able to reduce budgets when it is not needed. The recommended budget was passed.

Town Hall Floater: Both Mr. Kelly and Mr. DeBisschop stated that they were not in favor of the floater because a floater that is not managed will end up being a permanent employee in a department. The position of floater was denied.

Public Works Employees: Mr. Kiley mentioned that summer workers were not discussed on Monday, March 28, 2016 when the budget was passed. Mr. DeBisschop made a Motion to eliminate the summer workers; Ms. Ferrillo seconded the Motion. The Motion passed. The budget was reduced by \$8,000.00.

Board of Education: Mr. Kiley said that Rosemarie Hanson pointed out that BOE had a credit in their Medical in the amount of \$180,000 so proposed 2016-2017 budget will be reduced by \$180.00 to \$29,079,048 for an increase of \$965,313 (3.43%) over last year. Increase is \$394,000 including medical insurance of new hires, tutors and curriculum coordinator. Mr. Kiley invited Superintendent Ortiz into the explanation of the increases in the budget. Mr. Flach asked about two part-time tutors to eliminate medical benefits. A lengthy discussion ensued among the Board members regarding the tutor situation and a possible resolution to acquire more hours and eliminating the benefits included.

Mr. Kiley asked the superintendent about staffing the all-day kindergarten. Ms. Ortiz said that no new staff was hired, positions were simply shifted to staff same.

Mr. DeBisschop asked the superintendent about the ACES program, basically coordinating new curriculum. Ms. Ortiz said that when she started the cost was \$85,000 for teachers to attend ACES and now it is on a per-teacher basis. He asked where did personnel come from to transition from ACES; Ms. Ortiz told Mr. DeBisschop that there is no personnel. The discussion continued with regard to ACES.

Department Heads at the high school receive a stipend. There is a state mandated Pre-K program because some students have already been designated as special needs. Enrollment is down overall. A discussion continued with Superintendent Ortiz with regard to student enrollment.

Mr. Kiley stated that the \$965,313 increase includes approximately \$400,000 is staff; the rest is increases in contracts, Utilities (electricity); there was a savings on medical.

Ms. Ferrillo brings up the topic of insurance and Ms. Ortiz continues with an explanation of same. Ms. Ferrillo asked if Ms. Ortiz knew what the rates are for families and singles. Mr. Kiley said that the medical is very good for the school system and taking into account the 20% contribution.

Mr. Kiley states that the BOE budget is roughly 80% of the Town budget taking into account that the Town maintains the school buildings and grounds, notes.

Mr. Kelly made a Motion to discuss the budget; Mr. Kelly seconded the Motion.

Ms. Ferrillo does not understand the \$122,000 for curriculum director. Ms. Arpin stated that Oxford does not have position curriculum coordinators or supervisors for language arts or mathematics and prior to Ms. Ortiz' arrival there was no ongoing curriculum. Mr. Kelly said the BOF was under the impression that these positions were in place. However, once the budget is approved, it is the BOE who decides the priority of spending their budget.

Discussion ensued regarding operating expenses increase, which is 5.67%, caused by Public Safety.

Mr. DeBisschop moved to approve budget amount of \$28,950,000. No second.

A discussion began regarding the bottom line budget number (2.54%). The \$180,000 goes back into Revenue line item. Only \$250,000 is begin backed out. Remove \$250,000 from \$1,102,278 to reach a truer picture

Mr. Kelly made the Motion to accept \$28,829,048; Ms. Ferrillo seconded the Motion. A vote is taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Lila Ferrillo		
Tom Kelly		
Bob DeBisschop		

All in favor; Motion passes.

Economic Development Commission: Mr. Kelly made a Motion to not fund Contracted Services-Economic Development and to discuss; Mr. Kiley seconded the Motion.

Mr. Kiley explains that this is not a contracted services; this is wages. Previous budget approved was contracted services, not wages. He continued with his explanation. This is contracted services, not a full-time position. Mr. Kelly continued with his explanation of the position and why he does not want the position funded.

This Motion was put to a vote.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Lila Ferrillo		
Tom Kelly		
Bob DeBisschop		

All in favor; Motion passes.

Ms. Flach made a Motion to accept Clerk at \$800, leave Advertising at BOF recommendation of \$3,000 and Development Expenses at BOF recommendation at \$5,000. Mr. Kelly seconded the Motion.

Ms. Flach amended her Motion to accept the proposed BOS budget requests, **minus** \$500 Computer Maintenance and \$52,500 for Contracted Services-Economic Development for a total budget of \$17,500. Mr. Hliva stated that Computer Maintenance comes out of Town Hall. Mr. Kiley seconded the Motion. A vote is taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley	Tom Kelly	
Dana Flach		
Sue Arpin		
Lila Ferrillo		
Bob DeBisschop		

Motion passes to accept \$17,500.

Employee Benefits: Mr. Hliva states: Buybacks would stay the same (\$54,379) longevity would stay the same (\$16,000); Payment in Lieu of Health Benefits (\$21,000 with new police officers); Drug Testing (CDL drivers \$1,100). Health Insurance (\$1,092,831) is broken down as follows:

Union:	\$ 600,266
Non-Union:	\$ 380,307
Retirees:	\$ 72,259
Workers Comp:	\$ 39,999
Total:	\$1,092,831

Mr. Kelly suggested that BOF fund normally for first half of upcoming fiscal year; then fund HSA insurance for non-union for the end of the fiscal year with the same pattern adopted by BOE whereby first year we pay all, 2nd year 80%, 3rd year 60%, down to zero. Then approach Selectmen. Lengthy discussion continued with Mr. Hliva and Board members.

Mr. Kelly made a Motion to add an additional line be added to Employee Benefits item called "Health Insurance-Non-Union HSA", that funding levels established in health insurance non-union be half of what the expected numbers are for normal insurance; and that Non-Union HSA be whatever number the costs are. Ms. Flach seconded the Motion. Discussion continues with regard to this Motion.

Mr. DeBisschop believes that Mr. Kelly's idea of presenting this at the Public Hearing is a good idea and could be presented with detailed backup.

A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Tom Kelly	Jack Kiley	
Dana Flach	Sue Arpin	
Lila Ferrillo	Bob DeBisschop	

Motion does not pass.

Mr. Hliva gives the numbers for: Health Insurance is \$1,092,831; Teamsters Insurance is \$275,808; Pension is \$393,151; Social Security drops to \$294,826. These numbers are recalculated. Budget total is \$2,394,630.

Ms. Ferrillo made the Motion to accept \$2,394,630 budget; Ms. Flach seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley	Tom Kelly	
Dana Flach		
Sue Arpin		
Lila Ferrillo		
Bob DeBisschop		

Motion passes to accept \$2,394,630.

Ms. Ferrillo made the Motion to accept \$2,394,630 budget; Ms. Flach seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley	Tom Kelly	
Dana Flach		
Sue Arpin		
Lila Ferrillo		
Bob DeBisschop		

Motion passes to accept \$2,394,630.

REVENUES	
Payment in Lieu of Tax (after Governor's budget)	\$ 165,026.00
Elderly Circuit Breaker	\$ 36,913.00
Veteran's Reimbursement	\$ 6,146.00
Town Aid Roads	\$ 274,226.00
LoCIP	\$ 275,000.00
Educational Cost Sharing	\$4,676,513.00
Pupil Transportation	\$ 29,678.00
Circuit Court	\$ 3,000.00
Mashantucket Distribution	\$ 33,611.00
Disability Exemption	\$ 1,039.00
Revenue Sharing	\$ 246,859.00
TOTAL	\$5,748,011.00

Investments were left at \$35,000.

Licenses & Permits: Town Clerk is through December \$260,000; Building Permits \$180,000; P&Z \$60,000; WPCA Hookups: \$45,000; Check from Power Company: \$45,000. Total for Licenses & Permits \$545,000

User Fees: Total \$240,000

Other: Library Videos is lowered from \$2,500 to \$1,500; Aircraft Registrations lowered from \$55,000 to \$50,000; Miscellaneous: \$50,000; Insurance claims: \$20,000; Auto-Police Private Duty: \$25,000; Admin-Police Private Duty: \$4,000; Power Plant 1999 Agreement: \$2,350,000

Revenue-Property Taxes: Remove Incremental Tax Collections; very hard to determine. If it occurs, it will go under "Other". Total Revenue-Property Taxes: \$35,446,009. Reduce Motor

Vehicle Fees from \$3,000 to \$1,500. Equates to mill rate of 24.55, down from 24.96, but Mr. Hliva will re-calculate numbers based on changes made tonight.

Real estate went down by \$23,000,000 but personal property through Eversource went up \$25,000,000 because of new high tension lines by the airport.

Mill rate would be 24.24; Expenditures: \$44,526,321.

CAPITAL PROJECTS	
Quaker Farm School –	
Automated Temp Control System	\$ 163,000.00
Repave/Repair Walkways	155,000.00
ADA Compliant café tables	32,000.00
Air Conditioning	61,000.00
TOTAL	\$ 411,000.00
Oxford High School	
Storage Unit	\$ 15,000.00
Great Oak Middle School	
Automated Temp Control System	\$ 224,000.00
Asbestos Abatement	\$ 48,000.00
Repave Rear Driveway	\$ 60,000.00
TOTAL	\$ 332,000.00
Fire Department	
Upgrade Airpacs	\$ 350,000.00
TOTAL	\$ 350,000.00
Police Department	
Police Car	\$ 40,677.27
TOTAL	\$ 40,677.27
Public Works	
Loader	\$ 159,000.00
4X4 Truck, Plow, Sander	\$ 108,000.00
TOTAL	\$ 267,000.00
Senior Center	
Senior Bus (Town portion)	\$ 15,000.00
TOTAL	\$ 15,000.00
GRAND TOTAL	\$1,430,677.00

TOTAL CAPITAL PROJECTS: \$1,430,677; Mill rate would be 25.24. Capital Projects would be paid by taking it out of Fund Balance. Fund Balance will be going up by approximately \$6,000,000.

Mr. DeBisschop made a Motion that these items (\$1,430,677) will be paid by General Fund. A transfer line will be added to General Fund. Mr. Kelly seconded this Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Lila Ferrillo		
Tom Kelly		
Bob DeBisschop		

All in favor; Motion passes.

Capital Projects:

The Board of Finance began a description of the Capital Projects and a lengthy discussion was held among the Board members that Capital Projects are run by the Board of Selectmen. To get the spending, it must be approved by Board of Selectmen.

There being no further business, Ms. Ferrillo made the Motion to adjourn; Mr. Kelly seconded the Motion. Meeting adjourned at 10:00 p.m.

Next meeting is March 31, 2016 at 7:00 p.m.

Respectfully submitted,

X Lynnette Steeves
Lynnette Steeves
Clerk

16 APR -5 PM 2:28
TOWN OF OXFORD, CT
Margaret A. Clark
TOWN CLERK