

**MINUTES
SPECIAL MEETING
BOARD OF FINANCE – 2017/2018 BUDGET REVIEW
OXFORD TOWN HALL
APRIL 11, 2017 – 6:00 P.M.**

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

Also present was Public Works Director, Wayne Watt, and Sgt. Dan Semosky.

The Special Meeting was opened at 6:00 p.m. by Chairman Jack Kiley and the Pledge of Allegiance was recited.

The purpose of the meeting was to review and vote on the FY 2017-2018 budget requests for the following departments:

The Capital Plan was the first item of discussion.

BOARD OF EDUCATION

Quaker Farms School:

Mr. Watt spoke to paving the parking lot at Quaker Farms School. He has a proposal from Tilcon. He said the parking lot needs to be chewed up and completely repaved. Mr. Kiley asked if the requested \$175,000 was a low price and Mr. Watt said yes.

Mr. Kelly recommended that all requested projects should be funded through Capital Non-Recurring ("CNR"). Only projects with funds in Capital Non-Recurring are the projects to be performed. If projects cannot be completed the money will stay in CNR. The BOF should make a determination of an amount and those are the items which will be computed.

Mr. Hliva explained the request for Connecticut DEEP to monitor the septic system.

Mr. Kelly made a Motion to move \$382,000 to CNR for the following items at Quaker Farms School: \$69,000 has been requested to replace second grade playground; \$175,000 has been requested to repave the parking lot front and main; replace sidewalks with concrete; recaulk windows and add window panes. Ms. Arpin seconded the Motion. A vote was taken.

Aye

Tom Kelly
Lila Ferrillo
Jack Kiley
Bob DeBisschop
Dana Flach
Sue Arpin

Nay

Abstain

All in favor. Motion passes.

Center School:

A discussion was held among the Board members concerning the issues for which funding is requested.

Mr. DeBisschop made a Motion to put \$159,000 for three projects (replace all Shades/Blinds (\$9,000); removal of Underground Storage Tank (\$60,000); Campus building remediation (\$90,000)) into Capital Non-Recurring. Ms. Ferrillo seconded the Motion. A vote was taken.

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

All in favor. Motion passes.

Great Oak Middle School

A discussion was held among the Board members concerning the issues for which funding is requested. The amount requested is \$426,400 for the following items: 6th grade north wind asbestos abatement (\$70,000); block repair and water seal for the 1978 addition of the school (\$115,000); resealing and relining of track (\$15,000); repave rear driveway (\$60,000); repave/repair of walkways (\$100,000); remove/replace 1998 oil tank – eligible for state reimbursement (\$40,000); replace water fountains (\$6,400).

Mr. DeBisschop made a Motion to approve \$426,400. Ms. Ferrillo seconded the Motion. A vote is taken.

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

All in favor. Motion passes.

Oxford High School

A discussion was held among the Board members concerning the issues for which funding is requested. The amount requested is \$498,500 for the following items: Window and lintel repair on third floor windows (\$450,000); Repair and add athletic lockers (\$45,500). Mr. Kelly made a Motion to approve \$498,500. Ms. Arpin seconded the Motion.

Mr. DeBisschop made the recommendation that \$9,000 to patch, repair and replace brick which is an estimated cost for the 2018/2019 budget, be moved to the current 2017/2018 budget. His idea is that one contractor can do both jobs. Mr. Kelly amended his Motion to approve \$507,500. Ms. Arpin seconded the Motion. A vote was taken.

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

All in favor. Motion passes.

School Building Committee – Architect Fees

The request is \$1,000,000. When the Committee goes forward with the school, the first step will be to interview architects. This will be part of the referendum. This will be the whole package. When they go forward with school, first step will be to interview architects. Mr. Robert Slie presented this information at a prior BOF meeting. This is for informational purposes.

A new discussion was held regarding changing the increase in the school budget. Mr. Kiley made a Motion to change the increase in the school budget to 1.5% making the new budget \$29,261,484. Ms. Arpin seconded the Motion.

Mr. Kiley withdrew his Motion and Ms. Arpin withdrew her second.

Ms. Ferrillo made the Motion to increase the school budget to 1.5% making the new budget total \$29,261,484. Ms. Arpin seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Lila Ferrillo	Tom Kelly	
Jack Kiley		
	Bob DeBisschop	

Dana Flach
Sue Arpin

All in favor. Motion does not pass.

Ms. Flach made a Motion to reduce the budget by 1.25%. Mr. Kelly seconded the Motion.

There is no vote. The cut remains 1.73%.

VEHICLES

Fire Marshal

Fire Marshal is requesting \$53,000 for a Ford Expedition. Mr. Kelly wants a smaller vehicle to be considered. Ms. Flach asked why there are two different prices for the Fire Marshal and the Chief. Mr. Hliva noted that it is the same vehicle for the same person. Ms. Flach also believed that a smaller vehicle would suffice. Ms. Ferrillo said Chief Pelletier said his equipment will not fit into a smaller vehicle.

Mr. Kiley made a Motion to deny \$53,000 for a Ford Expedition for the Fire Marshal's vehicle. Mr. Kelly seconded the Motion. A vote was taken.

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

All in favor. Motion passes.

Ambulance

The request is made for \$215,000 for an ambulance. Mr. Hliva discussed this request. This would be for a third ambulance. Mr. DeBisschop led a discussion among Board members regarding the use of the ambulance. Mr. Kiley asked Mr. DeBisschop to look into have a vehicle retrofitted with the old box. Ms. Ferrillo suggested purchasing a van and have the van retrofitted.

Ms. Ferrillo made a Motion to purchase a Ford Utility Transport van for \$95,000. Ms. Arpin seconded the Motion. A vote was taken.

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Aye

Lila Ferrillo

Bob DeBisschop
Dana Flach
Sue Arpin

Nay

Tom Kelly

Jack Kiley

Abstain

All in favor. Motion passes.

Police

Request is \$42,761 for a Ford Utility Police Interceptor AWD. Sgt. Dan Semosky was present to discuss backup for this request. Mr. Kiley if Ford was the only vehicle, if there were no GMC vehicles that would suffice. Sgt. Semosky has eight cars (oldest is 10 years old) and twelve officers. Two vehicles are over 100,000 miles.

Mr. DeBisschop made a Motion to approve \$42,761 to purchase a Ford Utility Police Interceptor AWD. Ms. Ferrillo seconded the Motion. A vote was taken.

Aye

Tom Kelly
Lila Ferrillo
Jack Kiley
Bob DeBisschop
Dana Flach
Sue Arpin

Nay

Abstain

All in favor. Motion passes.

Public Works

The request \$214,000 for a 7 yard Mack Truck Plow & Sander. Mr. Wayne Watt, Public Works Director, was present to discuss the backup material.

Mr. Kelly made a Motion to approve the purchase of a 7 yard Mack Truck Plow & Sander for \$214,000. Ms. Arpin seconded the Motion. A vote was taken.

Aye

Tom Kelly
Lila Ferrillo
Jack Kiley
Bob DeBisschop

Nay

Abstain

Dana Flach
Sue Arpin

All in favor. Motion passes.

Public Works

The request is \$45,500 for a 4X4 Cab and Chassis. The current truck was involved in an accident, the frame was bent and the insurance company totaled the vehicle. This requested vehicle is a utility vehicle with a stainless steel body and will be a back up to the other 4X4 vehicle.

Mr. Kelly made a Motion to approve \$45,500 to purchase a 4X4 Cab and Chassis. Ms. Ferrillo seconded the Motion. A vote was taken.

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

All in favor. Motion passes.

Fire Department – Chief's Vehicle

This vehicle is out.

Fire Department – Rescue Truck

Ms. Flach made a Motion to remove the Rescue Truck. Mr. Kelly seconded the Motion. A vote was taken.

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

All in favor. Motion passes.

Fire Department – Brush Truck

The request is for \$50,000 to purchase a Brush Truck, which will be stationed at Riverside. There was a brief explanation of the purpose of the brush truck.

Mr. Kelly made a Motion to approve \$50,000 for the purchase of the Brush Truck. The Motion is contingent on the new truck replacing the old and the old truck will be removed from inventory. Ms. Ferrillo seconded the Motion. A vote was taken.

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

All in favor. Motion passes.

WPCA

The request is for \$42,000 for a pickup truck with plow. Mr. Kiley made a Motion to approve the \$42,000 request for the pickup truck with plow. This is approved based on best price. Ms. Arpin seconded the Motion. A vote was taken.

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

All in favor. Motion passes.

ROADS

Public Works – Paving and Drainage

Mr. Hliva discussed the request for \$900,000. There is \$136,000 in Public Works Operating Budget. This will reduce the \$900,000 request to \$764,000. Mr. Kelly made a Motion to

approve \$764,000 for Public Works-Paving and Drainage to go into Road Capital Non-Recurring. Ms. Arpin seconded the Motion. A vote was taken.

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

All in favor. Motion passes.

Public Works – Paving Center Firehouse / Paving Town Hall

The total request is \$394,603. Mr. Kelly made a Motion to move these items to 2018/2019. Mr. Kiley seconded the Motion. A vote was taken.

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

All in favor. Motion passes.

OTHER

Town Hall – Front Doors

Mr. Hliva described this item. The suggestion is to move these items to 2018/2019 along with the Retrofit Town Hall. The Board passed this over.

Public Works – Underground Storage Tanks

The request is for \$350,000. Mr. Hliva explained that this includes the tanks, computer system, pumps and overhead roof. Mr. Kelly suggested that this go into Capital Non-Recurring.

Mr. Kelly made a Motion to approve the \$350,000. Ms. Arpin seconded the Motion. A vote was taken.

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

All in favor. Motion passes.

Recycling – Backhoe – Pass

Recycling – Roof Over Recycling Area

Request is \$49,000 for the roof. Mr. Kelly made a Motion to approve the \$49,000. Mr. DeBisschop seconded the Motion. A vote was taken.

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

All in favor. Motion passes.

Fire Department

Turnout Gear Washer (\$10,000) – will go into Riverside Station to reduce load on existing gear washer. Mr. Kelly made a Motion to approve \$10,000 for the Turnout Gear Washer. Mr. DeBisschop seconded the Motion. A vote was taken.

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

All in favor. Motion passes.

Replace Decks on Quaker Farms Firehouse (\$8,500) and Painting of Quaker Farms Firehouse (\$3,100) – Pass

Firefighter Escape System (66 @ \$400.00/piece = \$26,400) – discussion regarding purpose of request. Mr. Kiley recommended passing and going back through the Board of Selectmen. Move into Operating Budget along with Replacement Turnout Gear.

Chevrons (\$12,410) – Safety markings (reflectors) on two vehicles (R54 and TK46). Mr. Kiley made the Motion to approve \$12,410. Mr. DeBisschop seconded the Motion. A vote was taken.

Helmets (\$21,878) – Ms. Flach suggested replacing in one-third increments. Approve \$7,500 this year, \$7,500 (2018/2019), and \$7,500 (2019/2020). Mr. Kelly recommended moving these costs into Operating Budget.

Portable Pump (\$9,000) – Move to Operating Budget.

Portable Radio (\$22,000) – Move to Operating Budget.

Refinish Basement Walls (\$30,620) – Pass

Total Approved for the Proposed Capital Plan: \$2,385,571 out of Capital Non-Recurring

EMPLOYEE BENEFITS

Teamsters Health Insurance going down from \$282,568 to \$260,832 – employee for Mechanics Helper cut.

Pensions reduced from \$393,151 to \$4,08880.

Social Security increased from \$292,775 to \$304,486

Total Employee Benefits: \$2,547,755 – Increase of approximately \$5,000

Mr. Kelly made the Motion to approve the new total of \$2,547,755. Ms. Ferrillo seconded the Motion. A vote was taken.

Aye

Nay

Abstain

Tom Kelly
Lila Ferrillo
Jack Kiley
Bob DeBisschop
Dana Flach

Sue Arpin

All in favor. Motion passes.

POLICE DEPARTMENT

Police was over budget for 2016/2017 by \$600,000. A lengthy discussion began among the Board members regarding the overage and setting a new base budget. Mr. Kiley wants to cut Contracted Services-Troopers by one trooper and move more work to local police. Ms. Ferrillo was against cutting a trooper. Sgt. Semosky passed out a document to the Board of Finance for review. Mr. Kiley noted that there is no recommendation for reducing the police budget.

Ms. Ferrillo made a Motion to cut the Wages-Overtime budget by \$30,000 to \$50,000 and the budget total to \$1,874,585. She then amended her Motion to make the Budget total \$1,844,585 by cutting State Trooper Overtime by \$50,000. Mr. Kiley suggested taking \$125,000 out of both overtime accounts (\$100,000 to \$25,000 and \$80,000 to \$30,000), keep the trooper and there will be no overtime. Another lengthy discussion ensued among the Board members regarding these budget requests.

Ms. Ferrillo amended her Motion again to reduce the Overtime budgets by \$125,000 (\$100,000 to \$25,000 and \$80,000 to \$30,000). Mr. DeBisschop seconded the Motion. This would make the current budget total \$1,799,585. A vote was taken.

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

Motion does not pass.

Mr. Kiley suggested cutting the Buyback by \$25,000, which will make the total reduction \$150,000 and the new budget number \$1,774,585. He made a Motion using this number. Mr. Kelly seconded the Motion. A vote was taken.

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

Sue Arpin

All in favor. Motion passes.

Mr. Hliva noted the current mill rate is 24.21 mills. Mill rate would increase to 26.40, a jump of 2.2 mills.

REVENUES

State Revenues are projected to be down from \$5.7MM to \$4.9MM.

\$290,000 Supplemental Motor Vehicle

\$300,000 Delinquent tax collections

\$359,000 already collected

Interest in line fees \$200,000

24.21 up to 24.77 mill rate. Tax increase is .56.

Taking \$4.7MM out of General Fund will make the mill rate to 23.18.

Ms. Ferrillo made the Motion to take \$4.7MM out of General Fund to increase the revenues which will reduce the mill rate from 24.21 to 23.18. Ms. Flach seconded the Motion. A vote was taken.

Aye

Nay

Abstain

Tom Kelly

Lila Ferrillo

Jack Kiley

Bob DeBisschop

Dana Flach

Sue Arpin

All in favor. Motion passes.

Ms. Flach made the Motion to take the new Budget amount of \$47,644,395 to Public Hearing. Ms. Ferrillo seconded the Motion. A vote was taken.

Aye

Nay

Abstain

Tom Kelly

Lila Ferrillo

Jack Kiley

Bob DeBisschop

Dana Flach

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Sue Arpin

All in favor. Motion passes.

There being no further discussion, Ms. Flach made a Motion to adjourn. Ms. Ferrillo seconded the Motion. All in favor. Meeting was adjourned at 9:30 p.m.

Respectfully submitted,

Lynnette Steeves
Lynnette Steeves, Clerk

17 APR 17 PM 1:37
TOWN OF OXFORD, CT
Angela A. West
TOWN CLERK



Oxford Resident State Trooper's Office

***429 Oxford Road
Oxford, Connecticut 06478-1231
Telephone 203-888-4353
Fax # 203-888-1734***



April 10, 2017

The request from the Board of Finance to cut the total of \$250,000 from the Oxford Police budget is one that is virtually impossible to accomplish without having severe and dangerous consequences to the public safety of the residents and persons who are employed in the town of Oxford.

Being that the police budget is already literally at bare bones with no padding built in. The town of Oxford is growing at a fast economic pace with new stores, restaurants & bars opening on a monthly basis. The residential growth is affecting all areas of town which has the potential to increase the population of the town to levels that have never been seen before. Thus increasing the calls for service volume and increasing the traffic volume on both main roads and back roads in town.

The request to cut \$50,000 from the Trooper overtime line item is unrealistic in police work. Even though we have hired several new Oxford Police officers there is no way to order them to work extra shifts, this is strictly on a volunteer basis per the Oxford Police contract they cannot be ordered in. Before a State Trooper is offered a shift to cover the town, all Oxford officers are offered the shift first. It should be noted that one Oxford Officer is still out on injury leave since October 2015. One other Oxford officer has just returned after being on injury for almost two years, and then called in sick his first night back. With the present police contract I cannot prevent officers from taking extended month long vacations which obviously cause open shifts in the schedule. The way the contract is written every Oxford Officer can be off on any given day. This is not so with a Resident State Trooper who has a more town friendly contract.

Unfortunately when the 2016-17 Oxford budget was approved it was before the state budget was finalized. This is the simple reason for going over budget on overtime and paying for 2 Troopers to work from July 1 to December 31st 2016 because of two extended sick leave Oxford Officers. This was all approved by the Board of Selectman prior to July 1, 2016.

To arbitrarily cut the entire 2017-2018 Trooper overtime budget is unrealistic as police work is unpredictable and immediate in nature. Active investigations require extra time being worked and overtime being paid to prepare paperwork for court along with subjects of the investigation being processed prior to arraignment. You can't just stop and go home and pick up in the morning where you left off. Incidents occur in Oxford on a 24 hour basis and with the increase of population and traffic, it is happening more and more with no fault to the police. To cut the Police budget at this time of massive town growth and additional police responsibilities is beyond comprehension.

The request for a new police vehicle is one that is essential as the current fleet is between 2 and 9 years old with some vehicles having over 100,000 miles not to mention idling time. There are now 11 Oxford Police officers and 8 patrol vehicles when all are mechanically in service. It has been 2 years since the last new vehicle and it is required to keep are fleet up to date. I propose to retro-fit equipment from our older vehicles into the new vehicle to save thousands of tax payer money.



Oxford Resident State Trooper's Office

***429 Oxford Road
Oxford, Connecticut 06478-1231
Telephone 203-888-4353
Fax # 203-888-1734***



Cutting the requested amount from the police budget will severely handicap our ability to keep both the families and taxpaying businesses of this town safe, and will severely limit the services that they presently enjoy and expect.

I respectfully request that the Board of Finance reconsider these proposed cuts to the current budget.

Respectfully Submitted,

Oxford Resident Trooper
Sergeant Daniel Semosky