

**TOWN OF DARIEN  
BOARD OF SELECTMEN  
SPECIAL MEETING  
JANUARY 28, 2013**

ATTENDANCE: First Selectman Jayme Stevenson; David Bayne, David Campbell,  
John Lundeen, Gerald Nielsen.

STAFF: Karl Kilduff, Administrative Officer

CALL TO ORDER

First Selectman Stevenson called the meeting to order at 7:45 p.m. and stated that the Selectmen as listed were in attendance, and there was a quorum present.

First Selectman Stevenson stated that the purpose of this special meeting was to have a presentation of the Proposed Budget for 2013-14.

Presentation of 2013-14 Budget

Mr. Kilduff presented the power point presentation of the Town's Administrative Officer's Proposed Budget for the Fiscal Year 2013-14. He provided an overview of the goals and objectives and budget challenges and reviewed the following key drivers for the development of this year's budget:

**Utilities and Commodities.** Electricity and natural gas costs are assumed to be flat. Heating oil and gasoline costs are projected to be higher than the current year.

**Facility Management.** Facility management company to provide high level planning, capital budgeting, maintenance oversight and supervision of local staff.

**Healthcare.** Assuming a 25% increase in premium over the prior year with poor claims development experience.

**Workers Compensation and Package Insurance.** Costs for all other insurance projects to increase due to carrier reinsurance costs and Darien-specific loss experience.

**New Buildings.** Full costs of operations for the new Police Department building, Weed Beach improvements, and anticipated costs for operating the new Senior Center.

Mr. Kilduff then reviewed the following Operating Budget by cost center and personnel and reviewed the percent of total and increase/decrease versus prior year.

Operating Budget FY 13 Revised, % of Total,		Proposed FY 14,		Increase/Decrease		%
Personnel	\$16,877,009	60.59%	\$18,105,434	61.36%	\$1,228,425	7.27%
Risk Mgmt	813,563	2.92%	887,651	3.01%	740,88	9.11%
Grants	71,975	0.26%	71,975	0.24%	0	0.00%
Library	3,436,334	12.34%	3,540,413	12.00%	104,079	3.03%
Utility/Fuel	1,322,530	4.75%	1,415,488	4.80%	92,958	7.03%
Solid Waste	1,040,194	3.73%	962,012	3.26%	(78,182)	(7.52%)
E&B Maint	550,445	1.98%	605,670	2.05%	55,225	10.03%
Road Maint	1,032,225	3.71%	1,133,597	3.84%	101,372	9.82%
Operating Supp & Svcs	2,296,331	8.24%	2,408,277	8.16%	111,946	4.87%
Contingency	412,006	1.48%	375,000	1.27%	(37,006)	(8.98%)
<b>TOTAL</b>	<b>\$27,852,612</b>	<b>100.00%</b>	<b>\$29,505,517</b>	<b>100.00%</b>	<b>\$1,652,905</b>	<b>5.60%</b>

Mr. Kilduff reviewed the total budget expenditures, transfer/capital and debt service summary and the breakdown of the expenditures for the FY12-13, FY13-14 and the increase/decrease \$ and %. He reviewed five-year comparisons and trends by budget segment and explained the impact to the Town mill rate.

He outlined the impact of budget cuts so far and presented the rationale in support of a sustainable budget for demanded services.

Mr. Kilduff then provided a summary of the Capital budget of \$2,821,311 and outlined that General Fund support for Capital is proposed to increase by \$775,041 or 37.8%. Mr. Kilduff explained that this proposal returns funding to historical and sustainable levels to preserve infrastructure, maintain assets and service levels, and support key investments as follows:.

New Short-Term Funding Needs:

- Repairs to NHFD apparatus bay.
- New sidewalk construction funding.
- Traffic engineering related to Route 1 Corridor Study.
- Common service counter in Town Hall for improved customer service.

Planned Projects:

- Year 5 of 5 year Weed Beach paddle tennis court renovations.
- Fire apparatus reserve funding.
- Police vehicle replacements.

Mr. Kilduff fielded questions from the Selectmen as follows:

Mr. Bayne asked if there were details in support of the Facilities Manager new initiative, and how much was allocated to this. Mr. Kilduff replied that it was approximately \$100,000 and it is a placeholder for now pending further evaluation and input from the consultant. He added that the consultant versus construction manager method of management is being debated by the Town Administration.

Mr. Bayne asked for an outline of the job description, and Mr. Kilduff replied that it is in the works pending the determination of the scope of work involved.

Mr. Bayne asked about the under-budgeting for Legal Counsel that has been ongoing. First Selectman Stevenson replied that they will look further at the details of the legal budget as submitted from Attorney Ginsberg's office to determine if the proposed budget is adequate.

Mr. Kilduff noted that is sufficient narrative and supporting documentation in the large binder that has been compiled and should be reviewed prior the Saturday work session.

First Selectman Stevenson noted that the Saturday work session will begin here at 9:00 a.m.

A member of the press asked if this presentation is on the website and asked that copies be provided.

#### Adjournment

The meeting was adjourned at 8:55 p.m.

Respectfully submitted,

Marilyn Knox  
Telesco Secretarial Services