

*Minutes*

# Board of Finance Meeting

March 26, 2013

Room 206 7:30 PM

## CALL TO ORDER

The meeting was called to order by Chairman Liz Mao at 7:34 PM. All members of the Board of Finance were present except Joe Duwan. Also in attendance was Kate Clarke Buch, Finance Director. First Selectman Jayme Stevenson and Selectman Dave Campbell also joined the meeting. The meeting was taped for broadcast over Channel 79.

## TRANSFERS OVER \$5,000

### Department of Public Works – revision to garage repair transfer – \$39,000

In an update to the transfer approved during the March 19, 2013 meeting, it was requested that part of the transfer (totaling \$14,000) come from just one heating fuel account, not two as originally proposed. Martha Banks moved approval; passed 6-0.

## BUDGET REVIEWS

The Board briefly discussed a summary of budgets cuts made to date, which was presented by Kate Buch. Some points noted:

- The Noroton Heights fire station floor repair will be funded in the current fiscal year.
- The generator for Town Hall will be funded in part by a grant.
- The cost of security monitors in the schools is included in the Board of Education budget.
- The town has new, lower prices for heating oil and diesel fuel, which will be reflected in the cut list next week.

Senior Center. This budget assumed that the new senior center would be occupied at some point during the year, which Mr. Campbell indicated would be in October.

Lori Bora reviewed this budget, noting that revenues are projected to rise 8% (mostly meals), staff hours are projected to be slightly higher and utilities are expected to be slightly lower in the new building. She proposed no changes to the budget.

**Police Department.** Jamie McLaughlin reviewed this budget. He started by reviewing police overtime. He believes that the new TeleStaff software can be helpful in controlling overtime through improved shift management. He noted that many drivers of overtime, such as vacations and training, are known in advance, so shift planning can be done in a way that minimizes overtime. Dave Campbell noted that the police contract comes up for negotiation next year and that the issue of overtime could be included in the negotiation.

It was suggested that it would be helpful to have a Board of Finance representative assigned to the Police Commission. Ms. Mao asked Mr. McLaughlin to take on this responsibility.

Mr. McLaughlin questioned the proposed \$70,129 cost of upgrading the VisionAIR software, which supports field-based reporting. He believes we should have better information about these costs. He also noted that Police Chief Duane Lovello said he was “not a facilities manager” when referring to the complexities of the new police station. Mr. McLaughlin believes there is an opportunity to look at town building maintenance more holistically. Jayme Stevenson indicated that she would task the current staff to stay on top of maintenance issues.

The police capital budget (including vehicles) and the VisionAIR software investment will be discussed at the April 2<sup>nd</sup> meeting, when Joe Duwan will be back in town.

**Public Works.** This budget was discussed last week, but Martha Banks went back to Director Bob Steeger to ask about Leroy West parking lot paving. Mr. Steeger indicated that only the lower half of the lot would have to be removed and repaved, while the upper half just needed repaving. He said that doing both halves at once would make the most sense.

**Parks & Recreation.** Gwen Mogenson reviewed this budget, making the following points:

- The budget is up 8.1%, due in part to credit card fees being moved out of the Finance Department and into Parks and Recreation. Without this change, the increase would be 5.8%. There was no increase in fees to cover these higher costs. Several Board members noted that the Department should look at Weed Beach revenues and pricing changes next year to keep up with these costs.
- No changes were proposed to the operating budget, but there will be additional discussions with the Board of Selectmen about the timing of the proposed \$165,000 capital expenditure for tennis court rehabilitation.

**Building Department.** The following points were made:

- Compensation is lower due in part to changes in personnel.
- Microfiche costs are lower as the Department is trying to digitize its records.
- A proposed \$25,000 capital expense for a new vehicle was cut by Karl Kilduff, who is waiting to see if a retiring police vehicle can be used instead.

- No changes were proposed to the budget.

**First Selectman Salary.** Continuing the discussion from the previous meeting, the Board reviewed additional data to support a change in the salary of the First Selectman. Jamie McLaughlin presented the comparative data below:

**2012 Chief Elected Official Salaries**

Town	Salary	Pop.	Employees	Budget (\$m)	Notes	other med	benefits pension	car	phone
Darien	\$80,000	20,942	139	\$40.3	Chief Appointed Official - \$155,000	yes	yes	no	no
Avon	*	18,113	106	\$26.3	Chief Appointed Official - \$140,652, Deputy Chief Appointed Official - \$78,925				
Fairfield	\$127,600	59,961	486	\$123.3	Chief of Staff for First Selectman -	yes	yes#	\$500/m	no
Farmington	*	25,261		\$34.9	Chief Appointed Official - \$137,928, Deputy Chief Appointed Official - \$87,540				
Greenwich	\$124,812	61,782	990	\$114.2	Town Administrator - \$	yes	401k	no	no
New Canaan	\$125,333	19,738	178	\$49.4	Administrative Officer - \$130,397	yes	dc plan+	yes	yes^
Newtown	\$97,333	27,829	162	\$37.6		yes	dc plan	no	yes
Ridgefield	\$113,329	24,855		\$45.4	9% town contribution to DC plan	yes	dc 9%	yes	yes
Simsbury	\$113,850	23,528	137		town contribution to DB plan				
Weston	*	10,179			part-time First Selectman - \$43,874; Town Administrator				
Westport	\$101,475	26,656	348	\$87.8		yes	no	yes + 400/mo	no
Wilton	\$126,341	18,242	184	\$40.1		yes	no	no	no

\* Position is part-time; not included in the averages

Source: CCM 2012 Salary Survey

It was noted that the First Selectman salary was last changed ten years ago, at which time it was actually decreased. After extensive discussion, Jamie McLaughlin moved that the First Selectman’s salary be increased to \$115,000, to begin at the start of the next term of office. Passed 4-2.

**Human Services.** Lori Bora discussed various departments in this budget.

- **Human services.** An increase in part-time help. No changes were proposed to the budget.
- **Human Services – Outside Assistance.** A small increase was proposed. Ms. Bora noted that the town contribution is minimal part of this budget, which depends considerably on outside donors.
- **Youth Services.** This budget is up 7.5%. Approximately 60% of the budget is personnel costs, which includes summer program help. The expected program revenue of \$203,000 is expected to cover all costs except for those related to permanent staff.
- **Youth Services Grant.** This mostly covers the Depot. No changes to this budget.

- **Public Health.** Flat revenue; slightly lower expenses.

## **ADJOURNMENT**

There being no further business, Gwen Mogenson made a motion to adjourn. The motion was seconded and approved 6-0 at 9:32 pm.

Respectfully submitted,

Jon Zagrodzky  
Clerk