

**MINUTES
BOARD OF SELECTMEN
BUDGET MEETING
Tuesday, February 18, 2020**

RECEIVED FOR RECORD
2020 FEB 20 AM 8:15
TOWN OF

Members Present: First Selectman Robert Brule, Selectwoman Jody Nazarchyk, Selectwoman Elizabeth Sabilia.

**BUDGET MEETING
5:00PM**

1. **Call to order.** First Selectman Brule called the meeting to order at 5:00 pm and read the statement attached.

Standing Motion: was made by Ms. Nazarchyk and seconded by Ms. Sabilia to tentatively approve the below budget requests for FY20/21.
VOTE 3-0

The Board of Selectmen to consider and act on the following budgets and at the appropriate time forward to the Board of Finance for their consideration of and action on the FY 20/21 Budgets for:

a. Building Maintenance

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to tentatively approve the Building Maintenance budget request for FY20/21 in the total amount of \$253,045. **VOTE: 3-0.**

b. Insurance

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to tentatively approve the Insurance budget request for FY 20/21 in the total amount of \$ 4,658,000. **VOTE: 3-0.**

c. Retirement – Discussion ensued

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to tentatively approve the Retirement budget request for FY 20/21 in the total amount of \$ 6,282,978. **VOTE: 3-0.**

d. Debt Service:

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to tentatively approve the Debt Service budget request for FY 20/21 in the total amount of \$7,628,790. **VOTE: 3-0.**

e. Current Year Capital Improvements (Org. # 10638)

Respective Department Heads were present to present to discuss and review their requests.

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to tentatively approve the Current Year Capital Improvements budget request for FY 20/21 in the total amount of \$2,529,920. **VOTE: 3-0.**

f. Transfers to Capital Non-Recurring (Org. # 10640)

Respective Department Heads were present to present to discuss and review their requests.

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to tentatively approve the Transfers to Capital Non-Recurring budget request for FY 20/21 in the total amount of \$2,048,480. **VOTE: 3-0.**

FINAL ACTION

PROCEDURE: The Board of Selectmen to finalize FY 20/21 Budgets listed on the attached schedule entitled "Board of Selectmen, FY 20/21 Budgets – To Be Finalized on 2/18/2020 and forwarded to the Board of Finance for their consideration of and action on the FY 20/21 Budgets.

10101 – Selectmen

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Selectmen's budget request for FY20/21 in the new total amount of \$ 201,320. **VOTE: 3-0**

10102 – Registrars of Voters

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Registrar of Voters budget request for FY20/21 in the new total amount of \$ 74,279. **VOTE: 3-0**

10103 – Board of Finance

MOTION was made by Ms. Sabilia and seconded by Ms. Nazarchyk to amend the Board of Finance budget request for FY20/21 from \$ 61,700 to the total amount of \$ 66,000. **VOTE 3-0**

10104 – Assessor

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Assessor's budget request for FY20/21 in the total amount of \$ 283,613. **VOTE: 3-0**

10105- Board of Assessment Appeals

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Board of Assessment Appeals budget request for FY20/21 in the total amount of \$ 1,588. **VOTE: 3-0**

10106- Tax Collector

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Tax Collector budget request for FY20/21 in the new total amount of \$ 206,156. **VOTE: 3-0**

10107- Finance Department

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Finance Department budget request for FY20/21 in the total amount of \$ 701,270. **VOTE: 3-0**

10108 – Legal Budget

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Legal Budget request for FY20/21 in the total amount of \$298,000. **VOTE: 3-0**

10109 – Town Clerk

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Town Clerk budget request for FY20/21 in the new total amount of \$267,309. **VOTE: 3-0**

10110 – Planning & Zoning

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Planning and Zoning budget request for FY20/21 in the total amount of \$629,267. **VOTE: 3-0**

10111 – Building Maintenance

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Building Maintenance budget request for FY20/21 in the total amount of \$253,045. **VOTE: 3-0**

10112 – Insurance

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Insurance budget request for FY20/21 in the total amount of \$ 4,658,000. **VOTE: 3-0**

10113 – Economic Development

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Economic Development budget request for FY20/21 in the total amount of \$8,576. **VOTE: 3-0**

10114 – Conservation Commission

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Conservation Commission budget request for FY20/21 in the total amount of \$18,250. **VOTE: 3-0**

10115 – Zoning Board of Appeals

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the ZBA budget request for FY20/21 in the total amount of \$4,310. **VOTE: 3-0**

10116 – Retirement Commission

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Retirement Commission budget request for FY20/21 in the total amount of \$ 6,282,978. **VOTE: 3-0**

10117 – Representative Town Meeting

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the RTM budget request for FY20/21 in the total amount of \$19,453. **VOTE: 3-0**

10118 – Building Department

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Building Department budget request for FY20/21 in the total amount of \$289,423. **VOTE: 3-0**

10119 – Youth Services

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Youth Services budget request for FY20/21 in the total amount of \$244,743. **VOTE: 3-0**

10120 – Social Service Grants

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Social Service Grants budget request for FY20/21 in the total amount of \$ 81,780. **VOTE: 3-0**

10121 – Contingency

MOTION was made by Ms. Sabilia and seconded by Ms. Nazarchyk to amend the Contingency budget request for FY20/21 from \$250,000 to the total amount of \$265,000. **VOTE: 3-0**

10122 – Emergency Management

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Emergency Management budget request for FY20/21 in the total amount of \$ 1,087,258. **VOTE: 3-0**

10123 – Fire Services

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Fire Services budget request for FY20/21 in the total amount of \$3,102,392. **VOTE: 3-0**

10129 – Police Department

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Police budget request for FY20/21 in the total amount of \$6,450,741. **VOTE: 3-0**

10130 – Public Works Department

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Public Works Department budget request for FY20/21 in the total amount of \$ 4,689,207. **VOTE: 3-0**

10132- Conservation of Health

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Conservation of Health budget request for FY19/20 in the amount of \$139,197. **VOTE: 3-0**

10133 – Public Health Nursing

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Public Health Nursing budget request for FY20/21 in the total amount of \$27,820. **VOTE: 3-0**

10135 – Senior Citizens Commission

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Senior Citizens budget request for FY20/21 in the total amount of \$548,127. **VOTE: 3-0**

10136 – Library

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Library budget request for FY20/21 in the total amount of \$1,073,193. **VOTE: 3-0**

10137 – Recreation & Parks

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Recreation and Parks budget request for FY20/21 in the total amount of \$1,519,608. **VOTE: 3-0**

10146 – Community Use of Schools

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Community Use of Schools budget request for FY20/21 in the total amount of \$86,126. **VOTE: 3-0**

10141 – Flood & Erosion Control Board

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Flood and Erosion Control Board budget request for FY20/21 in the total amount of \$2,138. **VOTE: 3-0**

10143 – Ethics Commission

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Ethics Commission budget request for FY20/21 in the total amount of \$650. **VOTE: 3-0**

10145 – Human Resources

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Human Resources budget request for FY19/20 in the total amount of \$266,233. **VOTE: 3-0**

10147– Information Technology

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the IT budget request for FY20/21 in the total amount of \$824,968. **VOTE: 3-0**

10638 – Current Year Capital Improvements

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Current Year Capital Improvements budget request for FY20/21 in the total amount of \$2,529,920. **VOTE: 3-0**

10640 – Capital and Non-Recurring

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Transfers to Capital and Non-Recurring budget request for FY20/21 in the total amount of \$2,048,480. **VOTE: 3-0**

10739 – Debt Service

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the Debt Service budget request for FY20/21 in the total amount of \$7,628,790. **VOTE: 3-0**

MOTION was made by Mr. Brule and seconded by Ms. Sabilia to approve and forward to the Board of Finance the FY20/21 budget as : General Government Operations, Capital and Debt Service **\$ 46,879,208.**
for a total General Government, excluding Board of Education. **VOTE 3-0**

1. Capital Improvement Plan FY 2021-2026

- a. To approve that The Board of Selectmen shall be the requesting agency through which projects submitted under Transfers to Capital Nonrecurring Expenditure Fund, shall begin the appropriations process. The Board of Selectmen hereby authorizes the First Selectman to act on their behalf by forwarding his recommendations to the Board of Finance and RTM.

MOTION was made by Ms. Sabilia and seconded by Ms. Nazarchyk.
VOTE 3-0

- b. To approved that The First Selectmen on behalf of the Board of Selectmen shall request the Board of Finance and RTM not to act on any appropriations from any funds designated in the Transfers to Capital Nonrecurring expenditure Fund (CNR) unless it has been reviewed by the First Selectman for consistency with the Capital Improvement Program as ratified.

MOTION was made by Ms. Sabilia and seconded by Ms. Nazarchyk.
VOTE 3-0

c. Ratification of Capital Improvement Plan FY 2021-2026

MOTION was made by Ms. Sabilia and seconded by Ms. Nazarchyk
VOTE 3-0

Adjournment: There being no further business to come before the Board, and upon a motion made by Ms. Nazarchyk and seconded by Ms. Sabilia, the Meeting of the Board of Selectmen was adjourned at 6:15 pm.

Respectfully submitted,

A handwritten signature in cursive script, reading "Kathleen N. Peterson". The signature is written in black ink and is positioned above the printed name.

Kathleen Nunes Peterson
Recording Secretary

Good Evening,

Tonight, the Board of Selectman, will complete it's 20/21 budget process with the review and action on 6 series budgets, which will be followed with the review and final action of all general government budget operations, capital and debt service.

As I have stated prior to each budget meeting, I must take the time to acknowledge and thank our dedicated Department Heads, who have worked diligently with their staff, commissions and boards to prepare a general government budget, excluding retirement and insurance, of nearly a zero budget increase.

To get to this point has been a process and one that our team took very seriously. It has taken well over 50 individual Department Head meetings, and diligence, to reduce \$550,000 within original Department budget submittals, effectively, efficiently, and without jeopardizing the quality of the services the Town of Waterford provides its' residents.

Tonight, you will see a significant increase in Retirement, due mostly because of an 85% increase in OPEB, which we will discuss. I will also answer questions on a thoughtful and consistent Capital plan. You will see tonight, Fleet Management, Current Year Capital and Capital Non Recurring have all come in at a ZERO % increase, all the while, ensuring we are Waterford's infrastructure and roads, IT, public safety

and education. In addition, my capital plan will include commitments to our incredible library, our amazing Waterford town beach and the heartbeat of our town, the Civic Triangle, our “Main Street”.

Department Heads will be here to answer any questions and we appreciate the Board of Selectmen’s consideration of the thoughtful budget presented. I would like to personally thank Selectwoman Nazarchyk and Selectwoman Sabilia for their conscientious review of the general budget