

The Board of Selectmen held a budget workshop on January 23, 2018 at the Notch Road Municipal Center with First Selectman Sandra Pierog presiding. Also in attendance were: Selectmen Michael Eremita, Robert Morra and Nicole Sullivan; Administrative Officer Joyce Stille; and Board of Finance member Richard Tuthill. John Butrymovich, Buildings and Grounds Supervisor was present for discussion on the Town Buildings Operations Budget. Carrie Concatelli, Director of Senior and Social Services, was present for discussion on the Senior Services and Public Health Budgets.

1. Call to Order.

The workshop began at 7:08 p.m.

2. Discussion on FY19 Budget:

Building and Grounds Department

J. Butrymovich explained all of the Town Building Operations Budget line items. Key points were:

- Heating Fuel- based on CNG estimates since we do not have even a year's history. Prior years were \$100,000 plus. Last year was less due to mild winter and stopping fuel deliveries in January/February due to natural gas.
- Postage-rate increase.
- Electricity - 6.9% distribution rate increase. Also includes pay down on energy efficiency upgrades.
- Telephone - security/fire alarm monitoring systems now require two hard lines (not cellular).
- Capitol priorities - Town Hall painting and Herrick Park doors.

The group also discussed a proposal to stain the Bolton Heritage Farm house for \$7,880.

Senior Services and Public Health

C. Concatelli started with the Public Health Budget. The contracts line item covers the health district and VNA fees. The group then discussed the Senior Services Budget. The part-time payroll was reduced to reflect the current and projected service use. Challenges include increased social services needs and reductions in state/federal programs. Currently looking at possibility of shared regional approach for drivers.

Other Budgets

The group reviewed the following budgets with highlights noted:

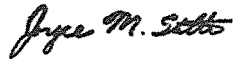
1. Administration: primarily payroll increases, Board of Selectmen and Administrative Officer voted in June/July.
2. Professional/Technical services: portion of increase is for mandatory full revaluation; details of professional/technical services line item reviewed; and MS-4 regulations compliance.
3. Finance Department: payroll increase.
4. Auditing: contract increase.
5. Assessor: primarily payroll increase.
6. Tax Collector: only payroll changes, replacement staff person starts at lower rate.

7. Data Processing: largest increase in contracts - covers finance, technology, permitting, tax and assessor software as well as smaller other items.
8. Town Clerk: Payroll changes and small increases on contracts and professional/business training.

3. Adjournment.

The workshop ended at 8:45 p.m.

Respectfully submitted,



Joyce M. Stille
Administrative Officer

Please see minutes of subsequent meetings for corrections to these minutes and any corrections hereto.