

**BOARD OF FINANCE
TOWN OF EAST WINDSOR
11 RYE STREET
BROAD BROOK, CONNECTICUT 06016**

**MINUTES FOR BUDGET WORKSHOP
Thursday, March 26, 2015, at 6:30 p.m.**

DRAFT DOCUMENT – These minutes are not official until approved at a subsequent meeting

Members Present: Jerilyn Corso (Chairman); Cindy Herms, Robert Maynard, Kathy Pippin, and Sharon Tripp.
Members Absent: Robert Little.
Alternate Present: Gil Hayes
Alternate Absent: Paulette Broder.
Others: **Town Treasurer:** Kim Lord; **Deputy First Selectman:** Jason Bowsza
Also: **Town Staff:** **Tax Collector:** Pat Kratchovil; **Human Services:** Kristen Bouchard, Director of Social Services; and **Senior Services:** Kristen Bouchard, Director; **East Windsor Police Department:** Chief Edward DeMarco, Deputy Chief Roger Hart; **Police Commission:** Tom Stremper, Chairman; **Emergency Management:** Chief Edward DeMarco, Director; Deputy Chief Roger Hart; Deputy Director.

Press: No one present

Call to Order:

Chairman Corso called the Meeting to order at 6:30 p.m.

Time and Place of Meeting:

Thursday, March 26, 2015 at 6:30 p.m. at the East Windsor Town Hall (11 Rye Street, Broad Brook, CT.)

Appointment of Alternates:

MOTION: To **APPOINT** Alternate Member Gil Hayes in place of Robert Little as a voting member for the Budget Workshop of the Board of Finance for March 26, 2015.

Tripp moved/Pippin seconded/**DISCUSSION:** None.
VOTE: In Favor: Unanimous

Approval of Minutes

Approval of Budget Workshop Minutes of March 25, 2015 are not available for approval.

Public Participation:

No one requested to speak.

Budget Workshop/a. Discussion and Action: FY 15-16 Budget Requests

Tax Collector:

Tax Collector, Pat Kratchovil, joined the Board. Ms. Kratchovil presented the Board with an e-mail regarding her budget proposal. Ms. Kratchovil suggested her main emphasis this year is to improve security and ADA accessibility for the public within the Tax Office. Discussion followed.

Human Services/Senior Center:

Kristen Bouchard, Director of Social Services for the Human Services Department, and Director of Senior Services, joined the Board.

Human Services:

Mrs. Bouchard reported she is looking for improved security for the Human Services location at the Town Hall Annex.

Senior Center:

Mrs. Bouchard reported she has had a request from the nutrition coordinator for additional food items for the Food for Thought program and additional snack items for socials/programs. The Capital Purchases line reflects the cost of purchasing new tables and chairs for seniors. Discussion followed.

Police Department/Emergency Services; Communications:

Chief Edward DeMarco, and Deputy Chief Roger Hart of the East Windsor Police Department, and Tom Stremper, Chairman, of the East Windsor Police Commission joined the Board. Chief Edward DeMarco, and Director; Deputy Chief Roger Hart are Director and Deputy Director (respectively) of Emergency Management as well.

Police Department:

Chief DeMarco reported the number of replacement vehicles requested has already been reduced from four to two under the CIP (Capital Improvement Projects) budget.

Discussion followed regarding the age and mileage of the current vehicles, and the process for replacement. Discussion continued regarding contractual obligations for existing officers and other staff; no new positions are being requested. The Education and Dues line has increased because the State is now charging for the cost of sending officers to the academy. Capital Purchases is the cost of two radar units. Discussion followed.

MOTION: To **REMOVE \$2830.00 from Capital Purchases from Expenses for the Police Department** for FY 2015-2016.

Tripp moved/Maynard seconded/

DISCUSSION: The Board briefly discussed alternative options.

VOTE: In Favor: Hayes/Herms//Pippin/Tripp
Opposed: Maynard
Abstained: No one

MOTION: To **CHANGE the Officers Salary Overtime line from \$292,194 to \$282,194 for the Police Department** for FY 2015 – 2016.

Tripp moved/Hayes seconded/

DISCUSSION: The Board briefly discussed the difficulty predicting the cost of this line item. Chief DeMarco and Deputy Chief Hart also noted the difficulty applying for reimbursement grants if funding for matching funds is not available at the Town level..

VOTE: In Favor: Unanimous

MOTION: To TAKE A FIVE MINUTE BREAK

Corso moved/Tripp seconded/DISCUSSION: None.

VOTE: In Favor: Unanimous

The Board RECESSED at 7:45 p.m. and RECONVENED at 7:58 p.m.

Fire Departments/Fire Marshal:

No one was present from either of the fire departments. The Board reviewed the FY 2015 – 2016 budget requests submitted.

MOTION: To **CHANGE the Fire – Vehicle and Gas line from \$50,000.00 to \$45,000.00 for the Broad Brook Fire Department** for FY 2015-2016.

Tripp moved/Pippin seconded/DISCUSSION: None.

VOTE: In Favor: Unanimous

MOTION: To **CHANGE** the Warehouse Point Fire District Lump Sum from **\$354,845.00 to \$339,845.00** for FY 2015 – 2016.

Tripp moved/Hayes seconded/DISCUSSION: None

VOTE: In Favor: Unanimous

Town Clerk:

The Board the FY 2015 – 2016 Budget submitted; no changes were made this evening.

Treasurer's Office:

Treasurer Lord noted the Professional Services line has been reduced because they now perform reconciliations in-house. Purchased Services is to replace worn carpeting. The Board the FY 2015 – 2016 Budget submitted; no changes were made this evening.

Assessor's Office:

The Board the FY 2015 – 2016 Budget submitted; no changes were made this evening.

Building Official:

MOTION: To **REDUCE** the Supplies and Equipment line for the Building Department from **2,500.00 to \$1,000.00** for FY 2015 – 2016.

Hermes moved/Tripp seconded/DISCUSSION: None.

VOTE: In Favor: Unanimous

Registrars of Voters:

The Board the FY 2015 – 2016 Budget submitted; no changes were made this evening

Board Member Comments None.

Invoice Authorization:

MOTION: To **PAY** the invoice for recording secretarial services.

Hermes moved/Tripp seconded/DISCUSSION: None.

VOTE: In Favor: Unanimous

Adjournment:

MOTION: To **ADJOURN** this Meeting at 8:58 p.m.

Board of Finance
Minutes - Budget Workshop
March 26, 2015

Tripp moved/Hayes seconded/VOTE: In Favor: Unanimous

Schedule of Motions Respectfully submitted: _____
Peg Hoffman, Recording Secretary, East Windsor Board of Finance