

**Board of Selectmen  
Town of East Windsor  
11 Rye Street  
East Windsor, CT**

**MINUTES OF SPECIAL MEETING – BUDGET WORKSHOP  
February 23, 2011 at 6:00 p.m.**

These minutes are not official until approved at a subsequent meeting.

Members Present: Denise Menard, Mark Simmons, John L. Burnham,  
Richard P. Pippin, Jr., and Gilbert Hayes

Members Absent: None

Others: Kathleen Pippin, Jason Bowsza, Catherine Cabral, Len Norton,  
Melissa Maltese, Blaine Simpkins, Linda Sinsigallo, Maria Diana,  
Stephen Andrusko, David Lockwood, Thomas Arcari, Gerald  
Bancroft, James Burton, Tony D., Thomas Stremper, Joseph  
Sauerhoffer, Ron Masters, and others

Press: Larry Smith (Patch.com)

**I. Call to Order**

First Selectwoman Denise Menard called the Special Meeting to Order at 9:05 a.m., in the Scout Hall, Abbe Road, East Windsor, Connecticut.

**II. Attendance**

Denise Menard, First Selectwoman  
Mark Simmons, Deputy Selectman  
John L. Burnham, Selectman  
Gilbert Hayes, Selectman  
Richard P. Pippin, Jr., Selectman

**III. Budget Presentations**

• **Parks and Recreation Department (6315)**

Ms. Melissa Maltese, Director of Parks and Recreation, addressed the Board. Ms. Maltese indicated there is no increase in her budget request. The only lines that changed were supplies increasing \$150.00, however, that increase was absorbed from the dues and subscriptions line. She gave to the Board a budget analysis from previous years to show the Board the history of the Parks and Recreation budget. Ms. Maltese also discussed the revenue projection which is approximately \$37,000. She estimated the projections slightly lower but expects it will be on target.

Mr. Jason Bowsza entered the meeting at 6:06 p.m.

- **Public Works Department (3180)**

Mr. Len Norton, Director of Public Works, addressed the Board. He indicated his budget request which is a zero percent increase. He indicated it is an unrealistic request due to the overtime expended because of the harsh winter that has been experienced this year. Ms. Menard remarked that Mr. Norton has warned the Board that his fleet of trucks is aging and this past winter season has really taken a toll on those trucks. As suggested previously, budgets are not funding capital equipment and the Town may want to start thinking about bonding for road repairs and equipment since bond rates are very reasonable. The infrastructure of the Town is suffering due to the lack of funding. Mr. Norton gave some examples of roads which are in disrepair and need attention.

A brief discussion was held regarding purchasing newer vehicles and the maintenance of same.

- **Road Improvements (3183)**

Mr. Norton indicated the budget request for road improvements is unchanged. He is requesting \$200,000.

A discussion was held between Mr. Norton and Mr. Bowsza concerning the road improvements and the possibility of bonding for same.

- **Engineering (3190)**

Mr. Norton reported to the Board that the engineering budget basically stayed the same as last year's request; however, it decreased slightly due to the cutting of the hours of the part-time employee from 19 hours to 15 hours per week.

A discussion was held regarding the street lights and the possibility of saving money. Mr. Norton indicated that he and Ms. Menard have looked into savings in relation to the street lights; however, the options were not acceptable considering the safety issues.

- **Fire Marshall (2165)**

Mr. Blaine Simpkins, Fire Marshall addressed the Board. He indicated the budget request has no change from last year; however, it does not match the adjusted budget figures which show on the budget sheets. There is a difference of \$200.00. Ms. Menard and Ms. Cabral explained to everyone how the budget sheets were compiled. The explanation is that the current budget is the figures as of June 15, 2010, the adjusted budget figures are figures for transfers as of

November 15, 2010. If any other transfers have happened after November 15, 2010, those transfers will not show up on the budget sheets.

- **Emergency Management (2170)**

Mr. Blaine Simpkins, Director of Emergency Management Services addressed the Board. He indicated the budget request has no change from last year. He did note that the salary line will be reimbursed 50% by the State along with telephone, fax, and cell phone.

- **Police Commission (2144)**

Ms. Linda Sinsigallo, Chairwoman of the Police Commission, along with Mr. Thomas Strempher, Mr. Joseph Sauerhoffer, Ms. Maria Diana, and Acting Let. Stephen Andrusko addressed the Board. Ms. Sinsigallo indicated the Police Commission's budget has no increase from last year's budget. They are requesting \$1,700 to pay for recording secretary services and office supplies.

- **Police Department (2145)**

Ms. Linda Sinsigallo, Chairwoman of the Police Commission, along with Mr. Thomas Strempher, Mr. Joseph Sauerhoffer, Ms. Maria Diana, and Acting Let. Stephen Andrusko addressed the Board. Acting Let. Stephen Andrusko indicated the Chief sends his regrets that he cannot attend this meeting due to the loss of his mother. He indicated the Police Department is requesting an increase of approximately 0.98%. Ms. Menard began discussing the differences in the current budget versus the adjusted budget due to the most recent transfer that the Police Department requested due to the salary increases. Mr. Jason Bowsza indicated from the documentation that has been supplied by the Police Department, it looks as though they are asking for a 5.7% increase; however, due to the transfers that have transpired, the actual increase is only .98%. Mr. Pippin indicated that any increase is a contractual obligation. Acting Let. Andrusko indicated those increases are step increases. Ms. Sinsigallo commented that the Chief and Deputy have worked very hard on this budget to keep the costs down. Ms. Menard began speaking about the communication radios and how the Deputy Chief, Roger Hart, has taken over the handling of the communication radios and equipment. Mr. Bowsza commented that Line 800 was decreased by \$2,500 and inquired as to why. He was told that the line was decreased because it is money which is used for additional hires for testing, and the department feels there is no significant need in that line.

Board Recessed at 6:47 p.m.

Board Reconvened at 7:01 p.m.

- **Broad Brook Fire Department (2150)**

Chief David Lockwood, Assistant Chief Thomas Arcari, and Deputy Chief Gerald Bancroft, addressed the Board. Chief Lockwood indicated the budget for the Broad Brook Fire Department is the same as last year's budget and the Department is having the same issues with their budget as they did last year with the increases in fuel and electricity costs. The Department has had some help in regards to fuel from the Town reserves. They gave a history of the costs of electricity, heating oil and propane for 2009-2010 and currently what those costs are running as of February 3, 2011.

A brief discussion was held regarding the energy costs and what has been done with the older building to keep those costs down.

Ms. Kathleen Pippin inquired with the Chief and his associates if the Fire Department has tried to bill insurance companies for services rendered by the Fire Department. Chief Lockwood indicated the Fire Department cannot bill for structure fires; however, it can bill insurance companies for auto accidents and hazmat incidents. There is not a law on the books backing those bills and therefore, when the insurance companies receive those bills, they are denied. Ms. Menard inquired about the cell phone services and indicated the Town has a discounted rate for Verison Wireless. The Chief indicated the Fire Department currently uses Spirit Nextel and also receives a discounted rate. Ms. Menard inquired about the Fire Department's diesel fuel cost. She reminded them that the Town is receiving diesel at a discounted rate and the Department is welcome to use same. She was told that the Department has a contract with Taylor Energy for their fuel.

- **Warehouse Point Fire Department**

Chief James Burton, Tony D., and other members of the Warehouse Point Fire Department addressed the Board. Chief Burton indicated their budget request is basically the same as last year's budget; however, there is a request of \$125,000 for the repair of the parking lot. The Department has been requesting the repair since 1998 with the CIP Committee. He believes that the parking lot is beyond repair. Minutes from a CIP Meeting dated January 26, 2010 were read indicating the driveway and replacement door were not going to be funded because the building was not owned by the Town. It was noted the last CIP Meeting was in September. Ms. Menard indicated the CIP is going to be done differently than it has in the past. All departments are going to be asked to submit their top priority and those items will be presented to the Board of Selectmen and eventually to the Board of Finance for approval.

A discussion was held regarding capital improvement projects and how they are funded. Mr. Pippin indicated transfers are still taking place and a lot of other departments are running tight, especially due to the snow removal.

Tony D. addressed the Board and voiced his concerns about calling the Town Hall and asking for help in sweeping the parking lot at the firehouse. He was told the Town was not responsible. He began speaking of his frustration that if the Town does not fund the budget, the emergency services will suffer. He suggests a flat tax per person to help fund for emergency services. Ms. Menard remarked the reason budgets are not passing, is because the voters are rejecting any proposals made. It is not the Boards setting the budgets, it is up the voters. Concerns if the parking lot project is not funded at the estimated cost, next year the cost will be significantly higher.

A lengthy discussion was held regarding last year's budget process and how the voters determine the budget.

Questions regarding the ownership of the Warehouse Point Firehouse and who is responsible for the maintenance of it were discussed. It was pointed out that the firehouse is insured through the Town's carrier and the roof was recently repaired and the town paid for that repair. Some suggested bonding for the repairs, but again ownership of the building was questioned.

The next subject discussed was fire districts and taxing for those fire districts. Enfield was given as an example, which has five fire districts and how those fire districts tax the residents of those districts. It was noted that Warehouse Point is considered a fire district; however, Broad Brook is not. Ms. Menard indicated she would speak to the Treasurer regarding the procedures of taxing for a fire district. Ms. Cabral indicated she was not too sure, but she would consult with the Tax Collector's office.

The discussion regarding fire district taxes continued and the possibility of bonding for the parking lot along with other town projects.

- **Volunteer Incentive Committee (2150)**

Mr. Ron Masters addressed the Board regarding their proposed budget. He indicated the budget request is the same as it was for last year. Mr. Jason Bowsza inquired if the budgeted amount is exhausted, who supplements the line. Mr. Masters indicated about five years ago, the Committee had to request from the Board of Finance an added appropriation, however, the money was needed and was given back to the general fund.

A brief discussion was held regarding the number of calls each of the Fire Departments has responded to and how they respond to certain emergencies.

Mr. Masters indicated to Ms. Menard that he will be contacting her to discuss the annuity in greater detail.

**IV. Adjournment**

It was **MOVED** (Hayes) and **SECONDED** (Burnham) and **PASSED** (U) that the Board of Selectmen adjourns the February 23, 2011 Special Meeting at 8:24 p.m.

Respectfully Submitted,

Denise M. Piotrowicz  
Recording Secretary