

Town of East Windsor  
Board of Selectmen  
11 Rye Street  
Broad Brook, Connecticut

Budget Workshop Meeting

Thursday, March 13, 2014 at 5:30 p.m.

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

Members Present: Denise Menard, Jason E. Bowsza and James C. Richards

Members Absent: Steve Dearborn and Dale Nelson

Others Present: Kimberly Lord, Cynthia Herms

Press: None

**I. Call to Order**

First Selectman Denise Menard called the Budget Workshop Meeting to Order at 5:39 p.m. in the Town Hall Conference Room.

**II. Attendance**

Denise Menard, First Selectman  
Jason E. Bowsza, Deputy First Selectman  
James C. Richards, Selectman

**III. Approval of Minutes**

It was MOVED (Bowsza) and SECONDED (Richards) to approve the Budget Workshop Meeting Minutes of March 3, 2014. In favor – J. Bowsza and J. Richards; Opposed – None.

It was MOVED (Richards) and SECONDED (Bowsza) to approve the Budget Workshop Meeting Minutes of March 6, 2014. In favor – J. Bowsza and J. Richards; Opposed – None.

**IV. Budget Presentations**

**Selectmen's Budget (1010)**

Ms. Menard presented her recommendations. She stated there has been a substantial increase in the salary line which includes an additional employee and a Human Resources Consultant. The HR Consultant fee had been included in the Capitol Non Recurring budget in the past. The Human Resources Consultant is responsible for union contract language, grievances, the employee handbook and going over benefits and forms with all new

employees. Ms. Menard said this is a needed position. Selectman Richards asked why there was an increase to the office supplies line and Ms. Menard said it was due to office renovation expenses and centralized purchasing.

**Legal Fees (1015)**

There was no increase to the legal fee line.

**Town Auditor (1020)**

The budget was presented without discussion.

**Treasurer (1025)**

This budget was put together by the previous Treasurer. Discussion put on hold until the next workshop.

**Town Clerk (1030)**

The Town Clerk budget was under 2% with minimal changes.

**Assessor (1035)**

The Assessor presented her budget at the 3/12/14 workshop.

**Tax Collector (1040)**

Kimberly Lord explained that the department had a split salary last year with the Treasurer's office. The longevity line was reduced to zero because the hybrid employee is no longer employed by the Town.

**Assessment Appeals (1045)**

There is no change to this budget. They budget for ten meetings per year.

**Registrars (1050)**

The Board of Selectmen will request the Registrar's attendance at the next budget workshop to answer questions they have. There was discussion regarding the primary, general election and referendums.

**Probate Court (1055)**

This is a set fee per capita.

**Pension (1065)**

This line item can be removed.

**Town Property (1085)**

With the help of Kimberly Lord this budget should be much clearer going forward. The lines will be related to buildings and vehicles.

**Building Committee (1086)**

The Board of Selectmen will request the Building Official's attendance at the next budget workshop to answer questions regarding this budget.

**EDC (1115)**

The Board of Selectmen will request the Chairman of the EDC attend the next budget workshop meeting.

**ZBA (1120)**

There was no increase in this budget.

**PZC (1123)**

There was no increase in this budget.

**Planning (1124)**

There was no significant change to this budget.

**V. Public Participation**

Sal Saitta, 17 Old Barn Road, wanted to discuss the proposal he submitted from the East Windsor Condo Association at the Public Hearing. Ms. Menard suggested he make the presentation to the full Board of Selectmen. She will call to let him know when they will all be present so he can make the presentation at a future budget workshop.

Kathy Pippin, 37 Woolam Road, loves the power point demonstrations and changes in the lines made by Kimberly Lord. Gilbert Hayes agrees with Kathy.

**VI. Other Business**

A motion was made to appoint Kimberly Lord as Town Treasurer commencing with a salary of \$76,407.00 effective March 17, 2014. It was MOVED (Richards) and SECONDED (Bowsza). In favor – J. Bowsza and J. Richards; Opposed – None.

**VII. Adjournment**

Motion was made to adjourn at 7:00 p.m. It was MOVED (Bowsza) and SECONDED (Richards).

Respectfully Submitted,

Heidi Vane  
Recording Secretary