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TOWN OF NEWTOWN
LEGISLATIVE COUNCIL

TOWN OF NEWTOWN LEGISLATIVE COUNCIL MEETING
WEDNESDAY, SEPTEMBER 16, 2015
NEWTOWN MUNICIPAL CENTER, NEWTOWN, CT

PRESENT: Joe Girgasky, Eva Bermudez, Paul Lundquist, Bob Merola, Ryan Knapp, Neil Chaudhary, Mary Ann Jacob, Dan Amaral, Tony Filiato, Phil Carroll, Dan Honan.

ABSENT: George Ferguson

ALSO PRESENT: First Selectman Pat Llodra, Finance Director Bob Tait, Kathleen Quinn, Chair of Sustainable Energy Commission, 2 public, 1 press.

CALL TO ORDER: Ms. Jacob called the meeting to order at 7:30 with the Pledge of Allegiance.

MINUTES: MR. CHAUDHARY MOTIONED TO APPROVE THE MINUTES OF THE REGULAR MEETING OF JULY 15, 2015. MOTION SECOND AND APPROVED.

VOTER COMMENT: None

COMMUNICATIONS: Ms. Jacob shared the proposed budget schedule. *Attached*

COMMITTEE REPORTS: None

FIRST SELECTMAN'S REPORT: Mrs. Llodra reports the recovery resiliency team is funded by a DOJ grant. The grant was for 18 months and will terminate in December of 2015. We have managed the resources so the team will remain in place for an additional 3 months. They are working on a sustainability plan as those services are needed.

Two years ago, Praxair committed to fund \$50,000 a year to help with outreach. They have committee to continue funding \$50,000 a year for this calendar year and next year. This will help pay for a social worker position. Mrs. Llodra explained there is a need for a professional to help families in need.

The Board of Selectmen has received the Municipal Facilities Committee recommendation that the Hook & Ladder building be demolished. There is no historical reason to continue to invest resources. The costs to upgrade, abate and stabilize the building are too high. The building does not meet any codes. It would cost less to demolish and rebuild. They also received a recommendation for the Multipurpose building on Riverside Rd. and costs related to the roof, parking lot and deferred maintenance. The committee will soon be completed with the analysis of Town Hall South. The question to answer is whether the building can serve as an appropriate Police Station. Mrs. Llodra explained we need to understand all our municipal facilities, including schools, what their uses are, their future in the community, and their purpose and repurposes. No strategic plan will be made until they have all the information.

Rec'd. for Record 9-18-2015
Town Clerk of Newtown
Debbie Luvie Halstead

Mr. Amaral asked about the status of the Community Center Commission. Mrs. Llodra explained the Commission is doing outreach to understand what the community interest and needs are, what the building should be; the types of services and programs. They are gathering data.

Mr. Filiato asked for more clarification on Town Hall South. Mrs. Llodra stated there was a space needs study done for police services several years ago. There was a square footage understood ad needed for public safety. The physical assessment of the structure involves the quality of the building and if the space can serve the purpose intended. Mrs. Llodra added the search committee for a new police chief is conducting interviews.

Mr. Knapp asked if there was an advantage/disadvantage to having the building occupied rather than vacant while decisions are being made. Mrs. Llodra stated there could be a purpose for the building during transition, but the building will be likely demolished, with Board of Selectmen approval, as recommended. The space will allow for more parking.

Mr. Lundquist added the space needs committee is looking at the question: if the Police had access to the entire building (Town Hall South), would it be adequate for them to continue there.

SUSTAINABLE ENERGY ORDINANCE: MR. KNAPP MOTIONED TO ACCEPT THE ORDINANCE REVISION RELATED TO THE SUSTAINABLE ENERGY COMMISSION TO BE POSTED FOR PUBLIC HEARING AND SET A PUBLIC HEARING RELATED TO THIS ORDINANCE REVISION. SECOND BY MR.

CARROLL. Mr. Knapp explained this is in regard to the code establishing the Sustainable Energy Commission. Legal has crafted new language that is simpler and stuck the term limits requirement. Term limits is inconsistent across commissions. The thinking is to retain people as long as they are willing to serve. The Board of Selectmen still has the flexibility to not reappoint a person when a term ends. *APPROVED Attachment*

TOTALLY DISABLED VETERANS ORDINANCE: MR. KNAPP MOTIONED TO ACCEPT THE ORDINANCE RELATED TO TAX EXEMPTION FOR TOTALLY DISABLED VETERANS TO BE POSTED FOR PUBLIC HEARING AND SET A PUBLIC HEARING RELATED TO THIS ORDINANCE REVISION. SECOND BY MR.

CARROLL. Mr. Knapp explained is enabling language for Public Act 13-224 expanding the tax exemption for 100% totally disabled veterans. It was noted there are income limits regarding the exemption. Mrs. Llodra said there are only a few totally disabled vets in town. Mr. Filiato asked if this exemption could go hand and hand with the Senior Tax Abatement. Ms. Jacob stated if they are seniors they could receive both. *APPROVED Attachment*

NEW BUSINESS

TRANSFERS:

MR. CHAUDHARY MOTIONED TO APPROVE A TRANSFER OF \$55,000 FROM VARIOUS FINANCE ACCOUNTS TO ACCRUED PAYROLL AS DETAILED IN ATTACHMENT C OF THE MINUTES TO THIS MEETING. SECOND BY MR. CARROLL. Mr. Tait explained it is a yearend accounting entry for accrued payroll from the final days of the last fiscal year paid in the current fiscal year. **APPROVED.** *Attachment C*

MR. CHAUDHARY MOTIONED TO APPROVE A TRANSFER OF \$14,260 FROM VARIOUS FIRE ACCOUNTS INTO OTHER VARIOUS FIRE ACCOUNTS AS DETAILED IN ATTACHMENT D OF THE MINUTES TO THIS MEETING. SECOND BY MR. CARROLL. Mr. Tati explained this is an internal fire department Transfer from last year. The fire commission has the authority to transfer money during the year. APPROVED Attachment D

MR. CHAUDHARD MOVED TO REFER THE ACTION RELATED TO LOT LINE REVISIONS FOR 94 WATERVIEW DRIVE, 8 WATERVIEW DRIVE AND 2 SWEETBRIAR LANE TO THE BOARD OF SELECMEN TO SCHEDULE A PUBLIC HEARING AS PER CGS 7-136 FOLLOWED BY A TOWN MEETING AS PER NEWTOWN CHARTER 7-90. SECOND BY MR. CARROLL. Ms. Jacob stated the lot lines were discussed at a previous meeting. This gives the Board of Selectmen the authority to move ahead. APPROVED *Attachment*

Resolution Providing For a Special Appropriation for a Band Truck. Will be moved to a future date.

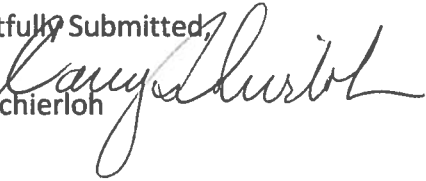
VOTER COMMENT: None

ANNOUNCEMENTS: None

ADJOURNMENT: There being no further business, the meeting was adjourned at 8:05 pm.

Respectfully Submitted,

Carey Schierloh
Clerk



Attachments: Budget Calendar, Sustainable Energy Commission Ordinance, Disabled Veteran Tax Exemption, Transfers, Lot Line Revision Maps

These are draft minutes and as such are subject to correction by the Legislative Council at the next regular meeting. All corrections will be determined in minutes of the meeting at which they were corrected.



TOWN OF NEWTOWN
OFFICE OF THE FINANCE DIRECTOR

2016 - 2017

TENTATIVE BUDGET TIMETABLE

October 06, 2015	Departments Receive Budget Instructions.
December 04, 2015	Completed Budget Forms to the Finance Director.
December / January 2016	First Selectman/Finance Director budget review with departments
January, 2016	Departments meet with Board of Selectmen.
February 8, 2016	Board of Selectmen submit Budget to the Board of Finance (no later than the 14 th)
February 18, 2016 (Thursday)	Board of Finance holds a public hearing on the Board of Selectmen and Board of Education proposed Budgets (no later than March 7 th). (Publish 5 days prior to hearing: 2/12/16)
March 10, 2016	Board of Finance submits Budget to the Legislative Council (no later than March 14 th).
March 23, 2016 (Wednesday)	Legislative Council holds a Public Hearing on the Proposed Board of Finance Recommended Budget (no later than March 28 th). (Publish 5 days prior to hearing: 3/18/16)
April 06, 2016	Legislative Council Adopts Budget (no later than second Wednesday in April)
April 26, 2016 (Tuesday)	The Annual Budget Referendum (4 th Tuesday of April) (Publish 4/15/16)

TENTATIVE BUDGET CALENDAR (SPECIAL BUDGET MEETINGS NEED TO BE SET)

January 2016 (United States)

February 2016



S M T W T F S
 1 2 3 4 5 6
 7 8 9 10 11 12 13
 14 15 16 17 18 19 20
 21 22 23 24 25 26 27
 28 29

**** Departments meet with BOS to present and discuss budgets.
 BOS submits proposed budget to the BOF on February 8th.**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29	30	31 New Year's Eve	1 New Year's Day	2 3rd Quarter
3	4 BOS REGULAR MEETING	5	6	7	8	9 New Moon
10	11	12	13	14	15	16 1st Quarter
17	18 Martin Luther King Day	19 BOS REGULAR MEETING	20	21	22	23 Full Moon
24	25	26	27	28	29	30
31 3rd Quarter	1	2	3	4	5	6



February 2016 (United States)

** BOF submits their recommended budget to the LC on March 10th.

March 2016

S	M	T	W	T	F	S
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Sun	Mon	Tue	Wed	Thu	Fri	Sat
31 3rd Quarter	1	2	3	4	5	6
7	8 BOS SUBMITS BUDGET TO THE BOF Regular BOF meeting	9	10	11	12 PUBLISH BOS & BOE BUDGETS	13
14 Valentine's Day	15 Washington's Birthday 1st Quarter	16	17	18 BOF HOLDS PUBLIC HEARING	19	20
21	22 Full Moon	23	24	25	26	27
28	29	1 3rd Quarter	2	3 Regular BOF meeting	4	5



March 2016 (United States)

April 2016
 S M T W T F S
 3 4 5 6 7 8 9
 10 11 12 13 14 15 16
 17 18 19 20 21 22 23
 24 25 26 27 28 29 30

**** LC adopts budget on April 11th.**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	1 ^{3rd Quarter}	2	3	4	5
6	7	8 ^{New Moon}	9	10 BOF SUBMITS BUDGET TO LC	11	12
13	14	15 ^{1st Quarter}	16	17	18 PUBLISH BOF BUDGET	19
20	21 Regular BOF meeting	22	23 ^{Full Moon} Regular LC meeting	24	25	26
27 ^{Easter Sunday}	28	29	30	31 ^{3rd Quarter}	1	2



April 2016 (United States)

May 2016

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Sun	Mon	Tue	Wed	Thu	Fri	Sat
27 Easter Sunday	28	29	30	31 3rd Quarter	1	2
3	4	5	6 LC ADOPTS BUDGET	7 New Moon	8	9
10	11	12	13 Regular LC meeting Thomas Jefferson's Birthday	14 1st Quarter	15 PUBLISH ADOPTED BUDGET	16
17	18	19	20	21	22 Full Moon	23
24	25	26 THE ANNUAL BUDGET REFERENDUM	27	28	29 3rd Quarter	30

Chapter 20. Commissions and Committees

Article VIII. Sustainable Energy Commission

[Adopted by the Legislative Council 10-7-2009 (Ord. No. 93)]

§ 20-43. Establishment; membership.

A Sustainable Energy Commission is hereby established for the Town of Newtown. Said Commission shall consist of nine members appointed by the First Selectman, with the approval of the Board of Selectmen. The term of office shall be three years, which shall expire at regularly staggered annual intervals. The Charter provisions on minority representation shall be observed.

~~A Sustainable Energy Commission is hereby established for the Town of Newtown. Said Commission shall consist of nine members appointed by the First Selectman, with the approval of the Board of Selectmen. The term of office shall be three years, with the initial appointment staggered so that the terms of three such members shall expire on January 7, 2011, three on January 7, 2012, and three on January 7, 2013. The Charter provisions on minority representation shall be observed. No person shall be appointed to more than three consecutive full-year terms, nor appointed to fill a vacancy occurring within one year after the termination of the third term.~~

§ 20-44. Powers and duties.

The Sustainable Energy Commission shall have the following powers and duties:

A.

To identify, implement and support renewable energy use, energy efficiency and energy conservation programs in which the Town's residents, businesses, organizations and Town agencies can participate and that may result in cost savings to the Town or school district.

B.

To disseminate information relating to cost-effective and environmentally conscious renewable energy use, energy efficiency, and energy conservation programs.

C.

To support the efforts of Town officials and employees to identify and implement renewable energy use, energy efficiency and energy conservation programs.

D.

To make recommendations to and receive recommendations from appropriate local, regional, state and federal officials and agencies, boards and commissions regarding action to improve the Town's energy efficiency, energy conservation, and renewable energy use.

E.

To advertise and maintain a website and prepare, print and distribute books, charts and materials, and the Commission may collect, compile and disseminate information relative to the promotion of energy efficiency, energy conservation and renewable energy use.

F.

To support, develop and organize such other programs or innovations as recommended by the Board of Selectmen.

§ 20-45. Meetings and reports; rules and regulations.

A.

The Commission shall meet monthly, at least 10 times per year, and at such other times as the Commission may determine. A Chairman, Vice Chairman and Secretary shall be chosen, and the Commission is empowered to adopt rules and regulations for putting into effect the provisions of this article, which rules and regulations shall not be inconsistent with the provisions thereof. Such rules and regulations shall be filed with the Town Clerk.

B.

The Commission shall annually prepare and transmit to the Legislative Council and to the Board of Selectmen a report of its activities and of its recommendations for energy efficiency, energy conservation and renewable energy. Such report shall be due on the first day of October in each year. Other reports may be requested from time to time by the Board of Selectmen or by the Legislative Council.

§ 20-46. Receipt and disbursement of funds.

A.

All funds received by the Sustainable Energy Commission from any source other than a specific gift or bequest shall be placed in the custody of the Financial Director of the Town of Newtown to be held, administered and disbursed by the Financial Director as part of and through the General Fund of the Town of Newtown, subject to any limitations on the use of the funds. The Sustainable Energy Commission shall authorize the disbursement of all funds appropriated by the Town for the purposes of energy efficiency, energy conservation and the use of renewable energy.

B.

All funds received by the Sustainable Energy Commission from a specific gift or from a specific bequest shall be placed in the custody of the Financial Director of the Town of Newtown and shall be kept by the Financial Director in an account that shall be known as the "Sustainable Energy Commission Gift Fund," which account shall be separate and distinct from all other Town accounts. Disbursements from the Sustainable Energy Commission Gift Fund shall be made on order of the Sustainable Energy Commission only, in accordance with the terms of the specific gifts or bequests which make up the fund. With proper documentation, all checks drawn on the Gift Fund shall be signed by the First Selectman and the Financial Director of the Town of Newtown. The funds referred to herein are for the exclusive use of the Sustainable Energy Commission and shall not be used for any purpose other than as authorized by the Commission.

§ 20-47. Member compensation; expenses.

Members of the Commission shall serve without pay. Necessary expenses of members incurred in the performance of their duties may be paid from funds appropriated for such purpose, if any.

**An Ordinance Expanding the Additional Tax-Exemption
Available for Totally Disabled Veterans**

WHEREAS Public Act 13-224 authorized municipalities to implement an additional tax exemption for veterans who are 100% disabled and who meet certain income eligibility requirements; and

WHEREAS, C.G.S. § 12-81g(e) provides that, pursuant to the terms of that section, the State shall reimburse each town to the extent of the revenue loss represented by the additional exemptions provided for in C.G.S. § 12-81g(b); and

WHEREAS the implementation of this exemption will further recognize the Town of Newtown's veterans who are most in need of tax relief.

NOW THEREFORE BE IT ORDAINED BY THE LEGISLATIVE COUNCIL OF THE TOWN OF NEWTOWN THAT sections 208-16, 208-17, and 208-19 of the Town of Newtown Code of Ordinances is hereby repealed and the following is substituted in lieu thereof:

§ 208-16 Amount of Exemption; income limits

- A. Any veteran entitled to an exemption from property tax in accordance with Subdivision 19 of § 12-81 of the Connecticut General Statutes shall be entitled to an additional exemption, provided such veteran's qualifying income does not exceed \$41,200 for a single veteran or \$45,000 for a married veteran. The exemption, in the greater amount of \$10,000 or 10% of the assessed value of the property, shall be applied to the assessed value of an eligible veteran's property.
- B. Effective for the assessment year commencing October 1, 2015 and each assessment year thereafter, the additional exemption from property tax permitted by Connecticut General Statutes § 12-81g(b) for veterans and their spouses pursuant to the provisions of Subdivision 20 of Connecticut General Statutes § 12-81 is hereby authorized for those persons who meet the eligibility requirements of said sections.

§ 208-17 Exemption for surviving spouses

Any veteran's surviving spouse entitled to an exemption from property tax, in accordance with Subdivision 22 of § 12-81, shall be entitled to an additional exemption, provided such surviving spouse's qualifying income does not exceed \$41,200. The exemption, in the greater amount of \$10,000 or 10% of the assessed value of the property, shall be applied to the assessed value of an eligible surviving spouse's property.

§ 208-18 Administration

The Assessor of the Town of Newtown shall administer the veteran's tax exempt program as set forth in C.G.S. § 12-81(f) as amended by Public Act 03-44 and C.G.S. § 12-81g as amended by Public Act 13-224.

Attachment C

TOWN OF NEWTOWN APPROPRIATION (BUDGET) TRANSFER REQUEST

FISCAL YEAR 2014 - 2015 **DEPARTMENT** Finance **DATE** 8/10/15

	<u>Account</u>	<u>Amount</u>	
FROM:	1-101-11-105-5531-0000POSTAGE	(3,000)	USE NEGATIVE AMOUNT ↓
	1-101-11-105-5540-0000ADVERTISING	(2,000)	
	1-101-11-105-5611-0000OFFICE SUPPLIES	(5,000)	
	1-101-12-300-5580-0000DUES, TRAVEL & EDUCATION	(2,000)	
	1-101-11-350-5520-0000INSURANCE, OTHER THAN EMPLOYEE	(2,000)	
	1-101-11-350-5800-0000OTHER EXPENDITURES	(3,000)	
	1-101-13-510-5505-0000CONTRACTUAL SERVICES	(8,000)	
	1-101-13-650-5622-0000ENERGY - ELECTRICITY	(4,000)	
	1-101-13-650-5624-0000ENERGY - OIL	(7,000)	
	1-101-15-490-5350-0000PROF SVS -LEGAL	(6,000)	
	1-101-13-500-5290-0000OTHER EMPLOYEE BENEFITS	(3,000)	
	1-101-12-300-5442-0000RENTAL OF EQUIPMENT	(10,000)	
TO:	1-101-11-880-5110-0000ACCRUED PAYROLL	55,000	

REASON:

TO INCREASE ACCRUED PAYROLL (ON THE BALANCE SHEET) TO REFLECT ACTUAL AMOUNT.

"Give Finance Director permission to use balance in another account if a balance above becomes unavailable (late invoice comes in)"

AUTHORIZATION:

date:

(1) DEPARTMENT HEAD

[Signature]

8/10/15

(2) FINANCE DIRECTOR

E. P. Lyden

(3) SELECTMAN

(4) BOARD OF SELECTMEN

(5) BOARD OF FINANCE

(6) LEGISLATIVE COUNCIL

AUTHORIZATION SIGN OFF

FIRST 335 DAYS >>>>WITH IN A DEPT.>>>>LESS THAN \$50,000>>>> (1), (2) & (3) SIGNS OFF; MORE THAN \$50,000>>>> (1), (2), (3) & (5)
 >>>>ONE DEPT TO ANOTHER>>>>LESS THAN \$200,000>>>>ALL EXCEPT (6); MORE THAN \$200,000>>>>ALL SIGN OFF

AFTER 335 DAYS >>>>(1), (2), (3), (5) & (6) ANY AMOUNT FROM CONTINGENCY>>>> ALL SIGN OFF

Attachment D

TOWN OF NEWTOWN APPROPRIATION (BUDGET) TRANSFER REQUEST

FISCAL YEAR

2014 - 2015

DEPARTMENT Fire

DATE

8/10/15

	Account	Amount	
FROM:	1-101-12-320-5220-0000SOCIAL SECURITY CONTRIBUTIONS	(175)	USE NEGATIVE AMOUNT ↓
	1-101-12-320-5310-0000PROFESSIONAL SERVICES - OFFICIAL /	(1,000)	
	1-101-12-320-5430-0000REPAIR & MAINTENANCE SERVICES	(6,000)	
	1-101-12-320-5435-0000RADIO & PAGER SERVICE	(1,500)	
	1-101-12-320-5621-0000ENERGY - NATURAL GAS	(450)	
	1-101-12-320-5623-0000ENERGY - BOTTLED GAS	(635)	
	1-101-12-320-5749-0000CAPITAL	(4,500)	↑ USE POSITIVE AMOUNT
TO:	1-101-12-320-5290-0000OTHER EMPLOYEE BENEFITS	1,910	
	1-101-12-320-5412-0000HYDRANTS	4,100	
	1-101-12-320-5436-0000TRUCK REPAIR	1,400	
	1-101-12-330-5580-0000DUES, TRAVEL & EDUCATION	6,400	
	1-101-12-320-5745-0000FIRE EQUIPMENT	450	

REASON:

YEAR END INTERDEPARTMENTAL TRANSFER IN BOARD OF FIRE COMMISSIONER'S ACCOUNTS.

AUTHORIZATION:

date:

(1) DEPARTMENT HEAD

[Signature]

8/10/15

(2) FINANCE DIRECTOR

(3) SELECTMAN

[Signature]

(4) BOARD OF SELECTMEN

(5) BOARD OF FINANCE

(6) LEGISLATIVE COUNCIL

AUTHORIZATION SIGN OFF

FIRST 335 DAYS

>>>>WITH IN A DEPT.>>>>LESS THAN \$50,000>>>> (1), (2) & (3) SIGNS OFF; MORE THAN \$50,000>>>> (1), (2), (3) & (5)

>>>>ONE DEPT TO ANOTHER>>>>LESS THAN \$200,000>>>>ALL EXCEPT (6); MORE THAN \$200,000>>>>ALL SIGN OFF

AFTER 335 DAYS

>>>>(1), (2), (3), (5) & (6)

ANY AMOUNT FROM CONTINGENCY>>>> ALL SIGN OFF

3 Primrose Street
Newtown, CT 06470
203-270-4351
Fax: 203-270-4278
rob.sibley@newtown-ct.gov



Robert Sibley
Deputy Director
Planning and Land Use

TOWN OF NEWTOWN

From: Rob Sibley, Land Use Deputy Director

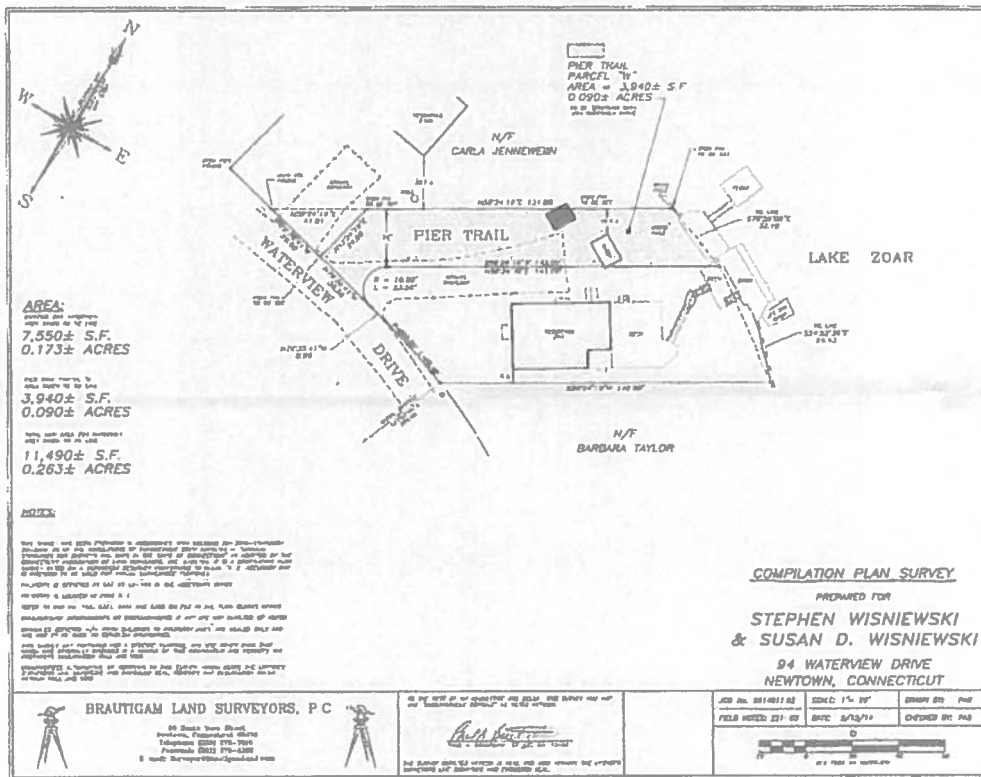
Date: August 31, 2015

RE: Town parcels recommended for revision

94 Waterview Drive – Lot-line revision:

Acres – 0.090±

Location – 94 Waterview Drive



Acres - 0.234±

Location - 2 Sweetbriar Lane

