Call to Order

Aldermanic President John Anglance called the budget workshop of the Board of Aldermen to order at 7:30 p.m. All those present rose and recited the Pledge of Allegiance.

Roll Call

Board of Aldermen:
Alderman John F. Anglance, Jr., President – present
Alderman Lynne Farrell – present
Alderman John “Jack” Finn – present
Alderman Stanley Kudej – present
Alderman Noreen McGorty – present
Alderman Eric McPherson – present
Alderman Anthony Simonetti – present
Alderman John P. Papa -- absent

Also present from the Board of Appropriations & Taxation (A&T):
Mark Holden, Chairman
Charlotte Madar
John Zikaras

Discussion of the Budget Fiscal Year 2011-2012

DUES & SUBSCRIPTIONS – ADMINISTRATIVE OFFICE

A&T recommends reducing by $300.

PRINTING & ADVERTISING- ELECTION

A&T recommends increasing by $4,000.00.

Chairman Holden said the extra money is needed to comply with the regulations.

Alderman Jack Finn discussed the legal notices for the newspaper and printing of the ballots which are now paid by local communities.

Alderman Anglance requested estimates on the following:
RECREATION EQUIPMENT—COMMUNITY CENTER

A&T recommends $1500.

Chairman Holden discussed use of this money to address immediate needs that come up at the Community Center, such as replacement of folding tables.

Alderman Anglace indicated that they will check with Alderman Papa for his recommendation on this.

Alderman Kudej questioned the absence of any additional funding request for equipment used to maintain larger field at Long Hill School. Alderman Anglace suggested Kudej research this item.

PART TIME EMPLOYEES—OFFICE OF EMERGENCY MANAGEMENT

A&T recommends funding of $22,500.

Increase of $2500 comes from decreasing Maintenance by $2000 and Surplus Equipment by $500.

Number coincides with ordinance.

BUNDLE BILLING—EMS COMMISSION

A&T recommends additional $60,000 into Bundle Billing, taking $53,000 out of Youth Programs to do so, for full funding of $80,000.

Alderman McGorty stated she supports the funding recommendation because, based on information presented, $80,000 is needed to make the program work. Chairman Holden stated that his understanding is that this is an all-or-nothing funding issue.

Program of bundled billing was discussed in terms of charges and billing practices.

Issue of legality for Echo’s contribution of funding was discussed. Alderman McGorty explained there has not been a formal ruling on legality of this anti-kickback rule.

Alderman Anglace stated a concern has been raised that we are being selective in applying this issue only to senior citizens. Holden said that this is a potential problem but that he does not have an opinion on the legality of this idea.

Alderman McGorty discussed the computation of $80,000 as well as her initial investigation of bundled billing in regard to Medicare only and “frequent fliers.”
Alderman Anglace stated that the Mayor has strong views on this issue, specifically a concern regarding handing over funds to a third party over whom they have no control. Alderman Simonetti suggested some sort of a statement on the billing that would explain that the reduction of the bill is a result of the cooperation among agents.

**EMERGENCY LIGHTS—FIRE MARSHALL**

A&T recommends decreasing by $600 based on historical spending.

**CLOTHING SUPPLIES—FIRE DEPARTMENT**

A&T recommends increasing by $10,000.

A&T Chairman Holden explained the amount would cover purchases of turnout gear when the need arises due to such things as the special size of gear needed or replacement when unforeseen damage or loss occurs.

Alderman Anglace stated BOA will not put money in budget for turnout gear because clothing for the Fire Department is purchased through BOA bonding.

Recommendation was made by Mark Holden to remove line item from the budget if intent is not to fund because expense will be capitalized. Alderman Anglace stated the line item can be taken out.

**ALARM MAINTENANCE—FIRE DEPARTMENT**

A&T recommends funding of $15,000.

Chairman Holden explained removal of antiquated system (fire call boxes and phone lines) at a one-time cost of $15,000 will save $7,000-8,000 in phone line expenses each year going forward.

Alderman Anglace will have the city accountant check these annual expenses and review this item.

**YOUTH SERVICE BUREAU**

A&T recommends funding Director position at $77,466 per contractual obligation.

A&T agrees with Mayor on Youth Advocates position, leaving it a part-time position.

**LIBRARY**

A&T recommends increase of $3000 for the Part Time Employees (Library) item.

Alderman Anglace recommends discussing further the matter of part-time employee compensation with the library director and returning to the issue for approval by the Aldermen.

**DMV DELINQUENCIES - TAX COLLECTOR**
A&T recommends funding of $1800.00 due to assessment from the State DMV for delinquency coding.

Alderman Anglace will confirm this amount and let the board know.

**YOUTH PROGRAMS—MISC.**

A&T reduced this program by $53,024 to put the money in Bundled Billing.

**VALLEY COUNCIL OF GOVERNMENTS**

A&T recommends decrease of $26,074 to $18,000.

Chairman Holden discussed this matter with the Mayor. Alderman Anglace agreed that the Mayor will need to work something out as more information is obtained.

**SHELTON HISTORICAL SOCIETY - OUTSIDE AGENCIES**

A&T recommends increase by $3000.

Chairman Holden explained that the Society is requesting the additional funding to upgrade a bathroom in their facility that is part of the property rented out as income property.

**BARNUM FESTIVAL PROGRAM - OUTSIDE AGENCIES**

A&T recommends decrease of $2000.

Chairman Holden explained this is due to historical spending. Alderman Anglace stated that the Mayor would like to maintain the $2500 because this is a regional event. Alderman Anglace said that if the program states they do not need the money, the BOA will not give it to them.

**GIRL SCOUTS OF AMERICA - OUTSIDE AGENCIES**

A&T recommends decrease to $0.

**REVENUE**

**P & Z COMMISSION RECEIPTS**

A&T recommends increase of $11,768 to bring total to $38,650.

**OTHER A&T RECOMMENDATIONS:**

1. Alderman Anglace read from A&T’s recommendation: “We feel that having a line item specifically intended for growth of our fund balance will be more transparent and make it easier for department heads to manage their budget. Nobody from either party spoke against this idea, and we are asking you to take action to encourage this change to our process.”

Discussion ensued:
Chairman Holden mentioned that this is an item that has come up several times over several years.

Alderman Finn recited minutes from budget workshop of May 6, 2010, when Alderman Anglace mentioned one option for handling surplus was a reserve account.

Alderman Anglace clarified that this was not the best option and that per General Accounting Standards using the reserve account idea is not proper. Alderman Anglace stated that the City of Shelton auditors have told him that the way surplus amounts in budget line items are currently handled works fine.

Chairman Holden stated that other communities use this method of reserve account and he envisions it as a simplification.

Alderman Simonetti suggested that putting the money into one account will create a battle between departments. He asserted that our current method works very well in our city and should remain as is.

Alderman Finn stated that even with a reserve account, the BOA would control the account with their Director of Finance establishing policy for management of such reserve fund.

Alderman Anglace stated he does not support the idea; he recited the audit statement for the fiscal year end 6-30-2010 and referred to Gatsby 54 and municipal accounting standards. Alderman Anglace also recited his comments from 2010 in relation to discussion of transparency and the fact that our procedure has been audited without any advisory comments.

2. **Recommendation that BOA supports concept of Superintendent talking with Mayor about rolling forward unspent funds that the City set aside for the Board of Education’s unemployment expenses to cover up to $452,000 for program enhancements.**

Alderman Anglace stated the BOA is thoroughly pleased with the way the Mayor and Superintendent are working together. Alderman Anglace stated that the BOA will be guided by their recommendation.

3. **LOCIP Money**

Chairman Holden mentioned they have concerns about losing the funding currently in “our account” if the program goes away.

Alderman Anglace stated they are in support of this and are ready to respond when a recommendation is made to the BOA. They are prepared to use LOCIP funds for LOCIP-eligible projects.

Alderman Finn discussed the timing constraints on the use of the funds specific to radio frequency.
4. **Company No. 1 Firehouse Floor**

   Alderman Anglance stated that the issue has been brought up and discussed by the Board of Fire Commissioners. A study has been completed.

   Chairman Holden stated there are great concerns about the floor; he was not aware of the study.

   Alderman Anglance continued that he does not want to speculate; if the facts are brought to the BOA, they will act on them.

**Adjournment**

Alderman McPherson **MOVED** to adjourn the Budget Workshop Meeting; **SECONDED** by Alderman McGorty. Voice vote was taken and the **MOTION PASSED UNANIMOUSLY**.

The meeting adjourned at 9:10 p.m.

Respectfully submitted,

Katie Gilbert, Clerk

DATE APPROVED: _______________BY:_________________________________________

Mark A. Lauretti

Mayor, City of Shelton