Call to Order / Pledge of Allegiance

Charlotte Madar, Chairman of Board of Apportionment and Taxation, called the Budget Hearing meeting to order at approximately 6:00 p.m. All those present recited the Pledge of Allegiance.

Roll Call

*Board of Apportionment and Taxation*
Charlotte Madar, Chairman- Present
Joe Palmucci, Vice Chairman- Present
John Belden- Present
Joe Knapik- Present
Louis Dagostine- Present
John Zikaras- Present

*Board of Aldermen*
John Anglace, President- Present
Jack Finn- Present
John Papa- Present
Anthony Simonetti - Present

5300 Assessor

Department Requested $745,695; Mayor recommends $745,695

Bill Gaffney, Assessor, discussed reevaluation that will be coming up in 2016, along with software conversion occurring simultaneously. Mr. Gaffney stated that department is going to need help with the reevaluation. Along with this, approximately 8,000 properties that need to be inspected by statute. Lou Dagostine inquired on line item 412-30.01 (Professional Services) and if the $250,000 was a flat fee and if there was any contract signed. Bill Gaffney explained that it is for valuing, the inspections, reviewing income expense statements, etc. Also, Lou Dagostine asked if a contract was signed yet, and Bill Gaffney answered no. Alderman Anthony Simonetti inquired about line item 412.30-40 (Personal Property Audit), which has a balance of $78,800 and asked if this would be coming out of the $250,000 asked in Professional Services. Bill Gaffney stated that balance is not correct because it does not show the collections from
audits. Paul Hiller, Director of Finance, stated that Board of Alderman approved $400,000 for special appropriation coming out of General Fund Surplus. Lou Dagostine asked if there was a line item for revenue coming from audit. Paul Hiller stated that it is line item 311.14-00 (Personal Property Audits). Lou Dagostine also asked if money could be added to revenue account to make up for short-coming in Assessor’s department line item. Mr. Hiller said there is potential for this, but would like to see how program goes before doing so. Alderman Jack Finn inquired on line item 412.40-05 (Postage). Bill Gaffney stated that this is a new line item. It currently has a -$709 balance and a transfer from Apportionment and Taxation will be needed to balance line item. Alderman John Anglace inquired that when Personal Property Audit is conducted, how quickly will revenue come in. Paul Hiller stated that it would come in fairly quickly.

5400 Tax Collector

Department Requested $375,134; Mayor recommends $365,134

Paul Hiller explained that Tax Collector retired and was being filled on an interim basement. The City has made an offer to a candidate for a permanent Tax Collector, Lisa Theroux, which she has accepted. Chairman Madar inquired on line item 412.30-46 (DMV Delinquencies), which the Mayor has cut by $10,000. Paul Hiller explained that the line item is used to pay the Connecticut DMV based on the number of motor vehicle stated. Paul Hiller would like to look further into this and possibly put back into budget. Lou Dagostine made the suggestion of moving $10,000 from line item 2.10-01 (Regular Payroll) considering that there is a substantial balance currently. Paul Hiller said that is fine. Alderman Jack Finn stated that there is a substantial balance in Tax Collector accounts and inquired if other any other reductions can be made in the department. Paul Hiller stated that new Tax Collector coming in has been successful in reducing expenses through procedures. Also, there is the possibility of software upgrades to Tax Collector’s computer system in the near future. Rather than harness the new Tax Collector, he feels it would be wise to let the new Tax Collector hired look at things before making reductions prematurely. Lou Dagostine also inquired on line item 301.10-00 (Audit Undesignated) in the General Fund Surplus, which holds a -$134,007 balance. Paul Hiller stated that this was taken out of surplus in August for Board of Education expenditures.

5500 Purchasing

Department Requested $362,007; Mayor recommends $347,007

Chairman Madar discussed line item 412.10-02 (Part-Time Employee), which the department requested $25,000 and Mayor recommended $10,000. Gene Sullivan explained that a part-time employee went on Short-Term Disability, and the $10,000 should suffice the department’s needs. Gene Sullivan also explained that line item
412.60-24 (Equipment Purchase) went down from last year due to purchase of new copiers and line item 412.65-10 (Equipment Maintenance) went up from last year due to service contracts being based on number of copies made, which will increase due to increase in number of copiers. Alderman John Papa inquired if this also included Board of Education copiers, which Gene Sullivan replied no.

4600 Utilities
Department Requested $2,852,344; Mayor recommends $2,774,445

Chairman Madar inquired on line items 716.35-06 (Municipal Gas), which Mayor decreased departments request by $6,000, and 716.35-09 (Municipal Propane). Gene Sullivan believes that amount in Propane line item is going to go away and will be incorporated with the Municipal Gas line item. Paul Hiller stated that the Animal Shelter and Maintenance Building are currently being heated by propane, and there is no history of propane usage in these buildings to forecast the total cost. Although, the price of propane is lower per gallon that was originally projected. Chairman Madar inquired if there will be enough in Natural Gas line item to cover Natural Gas and Propane, and Paul Hiller agreed.

5200 Management Information Systems
Department Requested $433,407; Mayor recommends $433,407

Paul Hiller described where various line items consist of. Due to the amount of software systems invested around City and there is essentially one part-time employee to satisfy their needs, Paul Hiller feels that this is a vital position in the City that needs to be reviewed and upgraded. Alderman John Anglace suggested that a recommendation be made to upgrade that position to full-time. Lou Dagostine questioned line item 412.10-02 (Part Time Employees) and whether it would be enough due to past two-year total salaries of employees paid out of line item. Paul explained that amount budgeted will not be enough to cover line items payroll.

5700 Accounting and Control
Department Requested $550,817; Mayor recommends $526,467

Chairman Madar stated that line item 412.10-02 (Part-Time Employees). Department requested $53,350 and Mayor recommended $39,000. Paul Hiller said amount recommended by Mayor will suffice. Chairman Madar also inquired on line item 412.30-23 (Other Outside Services), which was cut $10,000. Paul Hiller stated that this is an estimate and because department is still fully integrating to new payroll system put into place earlier in the year. Also, there is a new timekeeping system being implemented, which one-time payment for these clocks was implemented this year. Paul Hiller is
hoping that amount needed will actually be lower than amount budgeting for next year. Lou Dagostine inquired on the Assistant Finance Director position and whether it has been filled. Paul Hiller said no and that the only other person working in that department is a part-time employee. Lou Dagostine also asked if the Assistant Finance Director position was necessary. Paul Hiller stated that he thinks so.

### 1200 Elected/Appointed Officials

Department Requested $18,450; Mayor recommends $18,450

The Board of Apportionment & Taxation and Board of Alderman accept recommended amount by Mayor.

### 5600 Public Risk Management

Department Requested $2,111,548; Mayor recommends $2,111,548

The Board of Apportionment & Taxation and Board of Alderman accept recommended amount by Mayor.

### 4500 Debt Service

Department Requested $12,512,382; Mayor recommends $12,512,382

Alderman Jack Finn inquired if any new bonds will be coming into Debt Service next year. Paul Hiller stated that there will be new bond issues on the Aldermanic Bonding this year, and there is an authorization on paving for $5,000,000, which has been approved. Alderman Jack Finn also inquired on line items 911.70-10 (8/11 Refinancing), 911.70-25 (8/10 Refinancing), 911.70-27 (8/12 Issue), as well as 911.70-24 (5/14 Refinancing), which all contain negative balances. Paul Hiller stated that there will be a request with the Board of Alderman before June 30 to balance out line items.

### 0000 Revenue

Paul Hiller explained that all revenue figures from Intergovernmental Revenue are numbers proposed in the Government’s Budget on February 18. Considering the City is not a large recipient of Government Aid, Paul Hiller feels that these numbers should stay the same. Lou Dagostine inquired on who will pay for the Propane for the School Buses. Paul Hiller explained that the agreement with the City and the Board of Education is that the City will pick up the overage amount used for the school buses. Lou Dagostine also inquired on if this would affect the City next year. Paul Hiller stated that he believes this was propane costs next year were included in the Board of Education budget request. Chairman Madar inquired if Paul Hiller felt any revenue line items would be higher than stated. Paul Hiller replied that Building Permit revenue is
contingent on building activity, but Board of Alderman recently revised an ordinance and increased building permits by 25%, this was increased by $50,000. Also, Conveyance Tax, which was increased by $40,000, which is contingent on real estate activity and real estate prices.

Vice Chairman Joe Palmucci moved to adjourn the April 13, 2015 Budget Hearing meeting; seconded by Lou Dagostine. Motion passed unanimously.

The meeting adjourned approximately 7:45pm.

Respectfully submitted,

Nicholas Twigg
Clerk