



# BOARD OF SELECTMEN

Clifford J. Hurgin Municipal Center, 1 School Street  
Bethel, Connecticut 06801 Telephone: (203) 794-8501

*Matthew S. Knickerbocker, First Selectman*  
*Richard C. Straiton, Selectman*  
*Paul R. Szatkowski, Selectman*

## MINUTES OF SPECIAL MEETING

Monday, March 5, 2012

7:00 p.m.

CJH Municipal Center - Meeting Room "A"

RECEIVED

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TOWN OF BETHEL  
TOWN CLERK

**PRESENT:** First Selectman Knickerbocker, Selectman Straiton and Selectman Szatkowski. Also in attendance were the Board of Finance, Comptroller Robert Kozlowski, Town Treasurer Thomas O'Leary and Assistant Comptroller Brad Heering.

First Selectman Knickerbocker called the Special Meeting to order at 7:01 p.m.

### Board of Selectmen presentation of FY 2012-2013 budget recommendation to the Board of Finance

First Selectman Knickerbocker presented the Board of Selectmen budget recommendation as follows:

100 - Selectmen	FY 2012-2013 department request	\$193,103
	Board of Selectmen recommendation	\$193,103

First Selectman Knickerbocker advised that the Board of Selectmen has recommended no change to the department request of \$193,103.

110 - Treasurer	FY 2012-2013 department request	\$6,925
	Board of Selectmen recommendation	\$6,925

First Selectman Knickerbocker advised that the Board of Selectmen has recommended no change to the department request of \$6,925

<b>120 - Finance</b>	<b>FY 2012-2013 department request</b>	<b>\$372,914</b>
	<b>Board of Selectmen recommendation</b>	<b>\$372,914</b>

First Selectman Knickerbocker advised that the Board of Selectmen has recommended no change to the department request of \$372,914

<b>130 - Town Clerk</b>	<b>FY 2012-2013 department request</b>	<b>\$218,378</b>
	<b>Board of Selectmen recommendation</b>	<b>\$218,378</b>

First Selectman Knickerbocker advised that the Board of Selectmen has recommended no change to the department request of \$218,378

<b>140 - Assessor</b>	<b>FY 2012-2013 department request</b>	<b>\$195,738</b>
	<b>Board of Selectmen recommendation</b>	<b>\$195,738</b>

First Selectman Knickerbocker advised that the Board of Selectmen has recommended no change to the department request of \$195,738. First Selectman Knickerbocker noted that the Board of Selectmen has supported the request for the part-time employee to go to full-time.

<b>150 - Tax Collector</b>	<b>FY 2012-2013 department request</b>	<b>\$185,144</b>
	<b>Board of Selectmen recommendation</b>	<b>\$185,144</b>

First Selectman Knickerbocker advised that the Board of Selectmen has recommended no change to the department request of \$185,144.

<b>160 - Professional Services</b>	<b>FY 2012-2013 department request</b>	<b>\$212,680</b>
	<b>Board of Selectmen recommendation</b>	<b>\$212,680</b>

First Selectman Knickerbocker advised that the Board of Selectmen has recommended no change to the department request of \$212,680.

<b>170 - Probate</b>	<b>FY 2012-2013 department request</b>	<b>\$5,711</b>
	<b>Board of Selectmen recommendation</b>	<b>\$5,711</b>

First Selectman Knickerbocker advised that the Board of Selectmen has recommended no change to the department request of \$5,711

<b>180 - Building Department</b>	<b>FY 2012-2013 department request</b>	<b>\$209,933</b>
	<b>Board of Selectmen recommendation</b>	<b>\$209,933</b>

First Selectman Knickerbocker advised that the Board of Selectmen has recommended no change to the department request of \$209,933.

<b>190 - Data Processing (IT)</b>	<b>FY 2012-2013 department request</b>	<b>\$271,468</b>
	<b>Board of Selectmen recommendation</b>	<b>\$273,718</b>

First Selectman Knickerbocker advised that the Board of Selectmen had increased this request to \$273,318. This provides for an increase of \$2,250 for Account 300 - Fire Marshal - Maintenance of Computer Program. He noted that Account 300 - Fire Marshal will reflect a reduction of \$2,250.

<b>200 - Social Services</b>	<b>FY 2012-2013 department request</b>	<b>\$60,267</b>
	<b>Board of Selectmen recommendation</b>	<b>\$60,267</b>

First Selectman Knickerbocker advised that the Board of Selectmen has recommended no change to the department request of \$60,267.

<b>210 - Town Insurance</b>	<b>FY 2012-2013 department request</b>	<b>\$925,990</b>
	<b>Board of Selectmen recommendation</b>	<b>\$925,990</b>

First Selectman Knickerbocker advised that the Board of Selectmen has recommended no change to the department request of \$925,990 but did note that they are hopeful for additional savings in this account. Our insurance consultant is looking into other companies for worker's compensation, a large portion of the increase.

<b>220 - Fleet Maintenance</b>	<b>FY 2012-2013 department request</b>	<b>\$355,742</b>
	<b>Board of Selectmen recommendation</b>	<b>\$354,842</b>

First Selectman Knickerbocker advised that the Board of Selectmen had reduced this account by \$900 due to an error in the clothing allowance calculation. The Board of Selectmen recommends funding this account at \$354,842.

<b>230 - Public Works</b>	<b>FY 2012-2013 department request</b>	<b>\$321,600</b>
	<b>Board of Selectmen recommendation</b>	<b>\$318,600</b>

First Selectman Knickerbocker advised that the Board of Selectmen had reduced this account by \$3,000 for the request for an intern but did support the request for the part time secretarial position to go full time. The Board of Selectmen recommends funding this account at \$318,600.

<b>240 - Highway Department</b>	<b>FY 2012-2013 department request</b>	<b>\$2,122,620</b>
	<b>Board of Selectmen recommendation</b>	<b>\$1,191,603</b>

First Selectman Knickerbocker advised that the Board of Selectmen had reduced 240-308 Clothing Allowance by \$3,600, added \$12,000 (leaves) to 240-313 Contracted Services, and

reduced 240-404 Road Construction by \$939,417 (moved to consideration of funding in the 10 year capital plan). The Board of Selectmen recommends funding the account at \$1,191,603.

<b>250 - Planning &amp; Zoning</b>	<b>FY 2012-2013 department request</b>	<b>\$213,898</b>
	<b>Board of Selectmen recommendation</b>	<b>\$213,898</b>

First Selectman Knickerbocker advised that the Board of Selectmen has recommended no change to the department request of \$213,898

<b>260 - Building Maintenance</b>	<b>FY 2012-2013 department request</b>	<b>\$1,037,873</b>
	<b>Board of Selectmen recommendation</b>	<b>\$666,073</b>

First Selectman Knickerbocker advised that the Board of Selectmen reduced 260-308 Clothing Allowance by \$1,800 and 260-405 Capital Construction of \$370,000 (moved to consideration of funding in the 10 year capital plan). The Board of Selectmen recommends funding this account at \$666,073.

<b>270 - Tree Warden</b>	<b>FY 2012-2013 department request</b>	<b>\$99,400</b>
	<b>Board of Selectmen recommendation</b>	<b>\$99,400</b>

First Selectman Knickerbocker advised that the Board of Selectmen has recommended no change to the department request of \$99,400

<b>290 - Emergency Mgmt.</b>	<b>FY 2012-2013 department request</b>	<b>\$26,000</b>
	<b>Board of Selectmen recommendation</b>	<b>\$26,000</b>

First Selectman Knickerbocker advised that the Board of Selectmen has recommended no change to the department request of \$26,000

<b>300 - Fire Marshal</b>	<b>FY 2012-2013 department request</b>	<b>\$88,134</b>
	<b>Board of Selectmen recommendation</b>	<b>\$85,884</b>

First Selectman Knickerbocker advised that the Board of Selectmen reduced 300-201 Office Expense by \$2,250 which had previously been moved to the 190 - Data Processing (IT) budget. The Board of Selectmen recommends funding this account at \$85,884.

<b>310 - Bethel Fire Dept.</b>	<b>FY 2012-2013 department request</b>	<b>\$203,950</b>
	<b>Board of Selectmen recommendation</b>	<b>\$175,950</b>

First Selectman Knickerbocker advised that the Board of Selectmen reduced 310-207 Firehouse Maintenance by \$13,000 (exterior and interior painting - moved to consideration of funding in the 10 year capital plan) and 310-403 Capital Equipment by \$15,000 (new office furniture -

moved to consideration of funding in the 10 year capital plan). The Board of Selectmen recommends funding this account at \$175,950.

<b>320 - Stony Hill Fire Dept</b>	<b>FY 2012-2013 department request</b>	<b>\$120,700</b>
	<b>Board of Selectmen recommendation</b>	<b>\$115,668</b>

First Selectman Knickerbocker advised that the Board of Selectmen reduced 320-202 by \$5,032 (turnout gear). It was thought both departments could get together and price out turnout gear; also, each department has different costs associated with turn out gear. The Board of Selectmen recommends funding this account at \$115,668.

<b>330 - Registrar of Voters</b>	<b>FY 2012-2013 department request</b>	<b>\$102,386</b>
	<b>Board of Selectmen recommendation</b>	<b>\$102,386</b>

First Selectman Knickerbocker advised that the Board of Selectmen has recommended no change to the department request of \$102,386

<b>340 - Town Bds &amp; Comm.</b>	<b>FY 2012-2013 department request</b>	<b>\$113,350</b>
	<b>Board of Selectmen recommendation</b>	<b>\$128,350</b>

First Selectman Knickerbocker advised that the Board of Selectmen has recommended increasing this account by \$15,000 for legal expenses associated with a new Charter Revision Commission. The Board of Selectmen recommends funding this account at \$128,350.

<b>350 - Health Department</b>	<b>FY 2012-2013 department request</b>	<b>\$281,269</b>
	<b>Board of Selectmen recommendation</b>	<b>\$281,269</b>

First Selectman Knickerbocker advised that the Board of Selectmen has recommended no change to the department request of \$281,269

<b>360 - Police Department</b>	<b>FY 2012-2013 department request</b>	<b>\$3,724,315</b>
	<b>Board of Selectmen recommendation</b>	<b>\$3,724,315</b>

First Selectman Knickerbocker advised that the Board of Selectmen has recommended no change to the department request of \$3,724,315.

<b>380 - Parks &amp; Recreation</b>	<b>FY 2012-2013 department request</b>	<b>\$1,132,488</b>
	<b>Board of Selectmen recommendation</b>	<b>\$890,348</b>

First Selectman Knickerbocker has advised that the Board of Selectmen have reduced 380-403 Capital Equipment by \$19,190 (moved to consideration of funding in the 10 year capital plan) and 380-403 Capital Equipment by \$222,950 (moved to consideration of funding in the 10 year capital plan). The Board of Selectmen recommends funding this account at \$890,348.

<b>390 - Employee Benefits</b>	<b>FY 2012-2013 department request</b>	<b>\$5,350,697</b>
	<b>Board of Selectmen recommendation</b>	<b>\$5,350,697</b>

First Selectman Knickerbocker advised that the Board of Selectmen has recommended no change to the department request of \$5,350,697. Discussed was the possibility that there might be some savings to the medical benefits; the consultant is working on getting the lowest possible price.

<b>400 - Non Gov't Agencies</b>	<b>FY 2012-2013 department request</b>	<b>\$28,838</b>
	<b>Board of Selectmen recommendation</b>	<b>\$20,504</b>

First Selectman Knickerbocker advised that the Board of Selectmen recommends funding for 400-333 WECHAR at \$2,500, 400-334 Mental Health Center at \$2,046, 400-335 Women's Center at \$3,000, 400-336 Ability Beyond Disability at \$4,000, 400-338 Regional Commission at \$2,767, 400-360 Hospice at \$2,500 and 400-372 New Opportunities at \$3,691. Selectmen all agreed that the Town of Bethel has a responsibility to fund accounts that support the Bethel community.

<b>405 - Intra Gov't Agency Sub.</b>	<b>FY 2012-2013 department request</b>	<b>\$377,519</b>
	<b>Board of Selectmen recommendation</b>	<b>\$377,519</b>

First Selectman Knickerbocker advised that the Board of Selectmen recommended no change to the department request of \$377,519

<b>410 - Util., Charges &amp; Serv.</b>	<b>FY 2012-2013 department request</b>	<b>\$2,666,440</b>
	<b>Board of Selectmen recommendation</b>	<b>\$2,541,440</b>

First Selectman Knickerbocker advised that the Board of Selectmen reduced 410-205 Fuel Oil by \$125,000. This is net savings as a result of reducing 410-205 Fuel Oil and an increase cost to 410-321 Natural Gas. Comptroller Robert Kozlowski advised that with the conversion of the remaining schools to gas by the next heating season, immediate savings would be realized. There is also a possibility of a grant for the conversion. The Board of Selectmen recommends funding this account at \$2,541,440.

<b>420 - Misc. Charges &amp; Trans.</b>	<b>FY 2012-2013 department request</b>	<b>\$436,069</b>
	<b>Board of Selectmen recommendation</b>	<b>\$436,069</b>

First Selectman Knickerbocker advised that the Board of Selectmen has recommended no change to the department request of \$436,069

<b>430 - Senior Center</b>	<b>FY 2012-2013 department request</b>	<b>\$137,366</b>
	<b>Board of Selectmen recommendation</b>	<b>\$137,366</b>

First Selectman Knickerbocker advised that the Board of Selectmen has recommended no change to the department request of \$137,366.

<b>435 - Library</b>	<b>FY 2012-2013 department request</b>	<b>\$760,051</b>
	<b>Board of Selectmen recommendation</b>	<b>\$735,444</b>

First Selectman Knickerbocker advised that the Board of Selectmen reduced the request by \$24,607 and funds at the current year budget level. The Board of Selectmen recommends funding this account at \$735,444.

<b>440 - Debt Service</b>	<b>FY 2012-2013 department request</b>	<b>\$4,324,436</b>
	<b>Board of Selectmen recommendation</b>	<b>\$4,324,436</b>

First Selectman Knickerbocker advised that the Board of Selectmen has recommended no change to the department request of \$4,324,436

Comptroller Robert Kozlowski noted that he anticipates accelerating payments to the road account, lights and equipment in order to reduce the debt more quickly.

<b>450 - Board of Education</b>	<b>FY 2012-2013 department request</b>	<b>\$39,810,925</b>
	<b>Board of Selectmen recommendation</b>	<b>\$39,810,925</b>

First Selectman Knickerbocker advised that the Board of Selectmen has recommended no change to the department request of \$39,810,925

<b>460 - BOE Maintenance</b>	<b>FY 2012-2013 department request</b>	<b>\$535,406</b>
	<b>Board of Selectmen recommendation</b>	<b>\$535,406</b>

First Selectman Knickerbocker advised that the Board of Selectmen recommended no change to the department request of \$535,406.

**10 Year Capital Plan**

First Selectman Knickerbocker advised that the Board of Selectmen deliberated on all of the items proposed for capital funding for FY 2012-2013, and the following list represents the items that the Board of Selectmen recommends funding.

220	Fleet Maintenance	Oil System	\$7,500
240	Highway	Road construction	\$939,416
450/460	Board of Education	Underground Wires-parking lot	\$10,000
450/460	Board of Education	Re-lamping/repair-Middle School	\$10,000
450/460	BOE/Town	Gas Conversion for Schools **	\$188,160 **

260	Building Maintenance	Highway Garage roof	\$60,000
260	Building Maintenance	GP Room A/C	\$50,000
260	Building Maintenance	Gym - Heat/Hot water System	\$50,000
260	Building Maintenance	South Street Firehouse	\$65,000
260	Building Maintenance	Animal Control Facility	\$30,000
260	Building Maintenance	Highway Garage gas conversion	\$165,000
310	Bethel Fire Department	Engine 5 *	\$460,000*
310	Bethel Fire Department	Painting & Furniture	\$18,000
320	SH Fire Department	Pumper/tanker *	\$650,000*
360	Police Department	Wireless radio communication	\$75,000
360	Police Department	New building or expansion	\$80,000
380	Parks & Recreation	Tennis court replacement	\$167,950
		<b>TOTAL</b>	<b>\$2,837,866</b>
*	Fire Trucks - separate bond package/vote		\$1,110,000
**	Gas Conversion for Schools - anticipated funding from grant		\$188,160

As there was no further business on tonight's agenda, Selectman Straiton made a motion, which was seconded by Selectman Szatkowski, to adjourn the special meeting at 8:12 p.m. Vote, all in favor, motion unanimously approved.

Respectfully submitted,

*Wendy Smith*

Wendy Smith, Recording Secretary