



# 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

Tuesday, February 9, 2010  
7:00 p.m.

CJH Municipal Center – Meeting Room "A"

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TOWN OF BETHEL  
TOWN CLERK

**PRESENT:** First Selectman Knickerbocker, Selectman Straiton and Selectman Szatkowski. Also in attendance were Barry Curina, Comptroller and the Board of Finance.

First Selectman Knickerbocker called the Special Meeting to order at 7:00 p.m. and advised the Board of Finance that he had requested department heads to prepare conservative budgets that met the true needs of their departments.

### FY 2010-2011 DEPARTMENT BUDGET PRESENTATIONS

#### **130 Town Clerk**

**FY 2009-2010 Approved Budget \$211,832**  
**FY 2010-2011 Budget Request \$214,780**

Lisa Bergh, Town Clerk presented the Town Clerk's FY 2010-2011 budget request. She noted that other than contractual obligations, there was no change in the budget. She advised that property transfers are now available online.

#### **140 Assessor**

**FY 2009-2010 Approved Budget \$185,407**  
**FY 2010-2011 Budget Request \$204,876**

Ann Marie Heering, Assessor presented the Assessor FY 2010-2011 budget request. Mrs. Heering noted that the grand list growth remains flat which is a common trend across the state. The Toll Brothers projects provided the largest portion of the growth. She discussed the time and work involved with the new construction by Toll Brothers; of the 62 unit approved for construction, 26 units were started this year requiring field work to measure and inspect. This work took two people two weeks to complete. She noted that 235 units for another project have been approved and construction is expected to start shortly. She reiterated the need

for additional staff, offering that the need for additional help is critical. She noted, among other things, that the growth in personal property accounts (now 1,264) requires recalculation each year, a time consuming process.

**150 Tax Collector** **FY 2009-2010 Approved Budget \$181,525**  
**FY 2010-2011 Budget Request \$189,689**

Ann Scacco, Tax Collector presented the Tax Collector FY 2010-2011 budget request. Mrs. Scacco noted an increase in the office expense account for a software package that would provide web hosting and off-site backup. She thanked the Board of Finance for continued funding of the Tax Benefit Coordinator noting that he assists approximately 400 applicants with the various programs.

**180 Building Department** **FY 2009-2010 Approved Budget \$206,059**  
**FY 2010-2011 Budget Request \$210,349**

Gary Boughton, Building Official presented the Building Department FY 2010-2011 budget request. He noted that the increase was for contractual items. As there has not been a fee increase in some time, they will do a review of their fee structure.

**200 Social Services** **FY 2009-2010 Approved Budget \$58,188**  
**FY 2010-2011 Budget Request \$59,188**

Kathleen Gillen, Director of Social Services presented the Social Services FY 2010-2011 budget request. She noted the increase in the eviction/storage account is what is usually requested but had been scaled back last year. She advised that her department has seen an increase in requests for assistance by 10%.

**330 Registrar of Voters** **FY 2009-2010 Approved Budget \$77,486**  
**FY 2010-2011 Budget Request \$77,986**

Mary O'Leary and Mary Legnard, Registrars of Voters presented the Registrar of Voters FY 2010-2011 budget request. They noted an increase of \$500 for elections due to the state primary for at least two primaries in August. The registrars also noted they have not had a salary increase nor do they receive any other benefits that town employees receive.

**405 Intra Gov't. (VNA)** **FY 2009-2010 Approved Budget \$369,214**  
**FY 2010-2011 Budget Request \$393,239**

Judy Malin, Director of VNA presented the VNA budget request of \$40,000 which she says is the value of services they provide to the town. The VNA worked closely with the Health Department again this year especially with the H1N1





