



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

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TOWN OF BETHEL
TOWN CLERK

MINUTES OF SPECIAL MEETING

Wednesday, March 3, 2010
7:00 p.m.

CJH Municipal Center - Meeting Room "A"

PRESENT: First Selectman Knickerbocker, Selectman Straiton and Selectman Szatkowski. Also in attendance was Barry Curina, Comptroller.

First Selectman Knickerbocker called the Special Meeting to order at 7:00 p.m.

FY 2010-2011 Budget Deliberation

100	SELECTMEN'S OFFICE	
FY 2010-2011	BUDGET REQUEST	\$186,315
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$185,315

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 100 - Selectmen's Office at \$185,315. Vote, all in favor, motion unanimously approved. This provides for a reduction to line 100-103 Secretary-Admin. Asst. of \$1,000.

110	TREASURER	
FY 2010-2011	BUDGET REQUEST	\$6,750
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$6,750

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 110 - Treasurer at \$6,750. Vote, all in favor, motion unanimously approved.

120	FINANCE DEPARTMENT	
FY 2010-2011	BUDGET REQUEST	\$369,882
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$369,882

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 120 - Finance Department at \$369,882. Vote, all in favor, motion unanimously approved.

130	TOWN CLERK	
FY 2010-2011	BUDGET REQUEST	\$214,780
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$214,780

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 130 - Town Clerk at \$214,780. Vote, all in favor, motion unanimously approved.

140	ASSESSOR	
FY 2010-2011	BUDGET REQUEST	\$204,876
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$187,696

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 140 - Assessor at \$187,696. Vote, all in favor, motion unanimously approved. This provides for a reduction to line 140-105 Park Time Clerk by \$17,180 (keeping position as a part-time).

150	TAX COLLECTOR	
FY 2010-2011	BUDGET REQUEST	\$189,689
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$186,679

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance funding Account 150 - Tax Collector at \$186,679.

Selectman Szatkowski amended the motion, which was seconded by Selectman Straiton, to reduce line 150-201 Office Expense by \$3,010 which would fund Account 150 - Tax Collector at \$186,679. Vote, all in favor, motion unanimously approved. This provides for a reduction of \$3,010 for Quality Data on-line webhosting and off site backup.

160	PROFESSIONAL SERVICES	
FY 2010-2011	BUDGET REQUEST	\$191,380
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$186,380

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 160 - Professional Services at \$186,380. Vote, all in favor, motion unanimously approved. This provides for a reduction to 160-356 Engineering Services at \$5,000.

170	PROBATE OFFICE	
FY 2010-2011	BUDGET REQUEST	\$3,600
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$3,600

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 170 - Probate Office at \$3,600. Vote, all in favor, motion unanimously approved.

180		BUILDING INSPECTION
FY 2010-2011	BUDGET REQUEST	\$210,349
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$210,349

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 180 - Building Inspection at \$210,349. Vote, all in favor, motion unanimously approved.

190		DATA PROCESSING
FY 2010-2011	BUDGET REQUEST	\$134,723
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$134,723

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 190 - Data Processing at \$134,723. Vote, all in favor, motion unanimously approved.

200		SOCIAL SERVICES
FY 2010-2011	BUDGET REQUEST	\$59,188
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$59,188

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 200 - Social Services at \$59,188. Vote, all in favor, motion unanimously approved.

210		TOWN INSURANCE
FY 2010-2011	BUDGET REQUEST	\$771,550
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$771,550

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 210 - Town Insurance at \$771,550. Vote, all in favor, motion unanimously approved.

Barry Curina, Comptroller advised that these amounts are not finalized; he has included a 5% increase.

220		FLEET MAINTENANCE
FY 2010-2011	BUDGET REQUEST	\$357,729
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$340,773

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 220 - Fleet Maintenance at \$340,773. Vote, all in favor, motion unanimously approved. This provides for a total reduction of \$26,956 (220-206 Equipment and Supplies of \$2,500,

220-208 Maintenance-Highway of \$9,000, 220-215 Maintenance - Police of \$5,000, 220-308 Clothing Allowance of \$753, and 220-402 Capital Equipment \$10,000 - defer radios 1 year). A correction was made to 220-101 Fleet Manager of \$297.

230		PUBLIC WORKS
FY 2010-2011	BUDGET REQUEST	\$319,882
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$302,782

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 230 - Public Works at \$302,782. Vote, all in favor, motion unanimously approved. This provides for a reduction of \$17,100 Progeos software.

240		HIGHWAY DEPARTMENT
FY 2010-2011	BUDGET REQUEST	\$2,255,068
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$1,590,525

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 240 - Highway Department at \$1,590,525. Vote, all in favor, motion unanimously approved. This provides for a reduction to 240-106 Negotiated Salaries of \$49,172 and 240-404 Road Construction of \$615,371. First Selectman Knickerbocker advised that he would like to recommend that the \$615,371 be considered for funding in a bond package. First Selectman Knickerbocker noted that it is his intention to fund 240-105 Part Time Salaries to provide assistance for the Asst. Public Works Director.

250		PLANNING & ZONING
FY 2010-2011	BUDGET REQUEST	\$204,388
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$204,388

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 250 - Planning & Zoning at \$204,388. Vote, all in favor, motion unanimously approved.

260		BUILDING MAINTENANCE
FY 2010-2011	BUDGET REQUEST	\$936,200
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$766,500

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 260 - Building Maintenance at \$766,500. Vote, all in favor, motion unanimously approved. This provides for an increase to 260-313 Contracted Services of \$15,000 (roof inspection services) and a reduction of \$184,700 to 260-405 Capital Construction. First Selectman Knickerbocker is recommending that \$493,200 be considered for funding in a bond package which would provide funding to Replace old shingle roofing and install new gutters at the Municipal Center (\$71,000), Paint all trim on exterior of Municipal Center (\$15,000), Replace shingle roof and some decking & repairs at the YMCA Building

(\$50,000), Repoint brick exterior of building and remove upper part of west chimney at the YMCA Building (\$55,000), Replace garage for animal dropoff at the Animal Shelter (\$20,000), paint building and metal roof/replace lights at the Animal Shelter (\$15,000), Repairs to Salt Storage Building at the Public Works Garage (\$32,200), replace boilers and appurtenances at Johnson School (\$215,000) and replace pedestrian bridge at Bennett Park (\$20,000).

270		TREE WARDEN
FY 2010-2011	BUDGET REQUEST	\$89,400
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$84,400

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 270 - Tree Warden at \$84,400. Vote, all in favor, motion unanimously approved. This provides for a reduction to 270-313 Contracted Services of \$5,000.

290		EMERGENCY MANAGEMENT
FY 2010-2011	BUDGET REQUEST	\$28,500
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$28,500

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 290 - Emergency Management at \$28,500. Vote, all in favor, motion unanimously approved.

300		FIRE MARSHAL
FY 2010-2011	BUDGET REQUEST	\$90,950
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$88,950

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 300 - Fire Marshal at \$88,950. Vote, all in favor, motion unanimously approved. This provides for a reduction to 300-105 Assistants Part-time of \$2,000.

310		BETHEL FIRE DEPARTMENT
FY 2010-2011	BUDGET REQUEST	\$188,700
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$181,600

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 310 - Bethel Fire Department at \$181,600. Vote, all in favor, motion unanimously approved. This provides for a general reduction to 310-403 Capital Equipment of \$7,100.

320		STONY HILL FIRE DEPARTMENT
FY 2010-2011	BUDGET REQUEST	\$151,550
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$144,050

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 320 - Stony Hill Fire Department at \$144,050. Vote, all in favor, motion unanimously approved. This provides for a general reduction to 320-403 Capital Equipment of \$7,500.

330		REGISTRAR OF VOTERS
FY 2010-2011	BUDGET REQUEST	\$77,986
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$77,986

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 330 - Registrar of Voters at \$77,986. Vote, all in favor, motion unanimously approved.

340		TOWN BOARDS & COMMISSIONS
FY 2010-2011	BUDGET REQUEST	\$121,767
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$121,767

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 340 - Town Boards & Commissions at \$121,767. Vote, all in favor, motion unanimously approved.

350		HEALTH DEPARTMENT
FY 2010-2011	BUDGET REQUEST	\$265,101
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$265,101

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 350 - Health Department at \$265,101. Vote, all in favor, motion unanimously approved.

360		POLICE DEPARTMENT
FY 2010-2011	BUDGET REQUEST	\$3,545,061
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$3,530,136

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 360 - Police Department at \$3,530,136. Vote, all in favor, motion unanimously approved. This provides for an general reduction to 360-254 Bicycle Patrol of \$825, 360-313 Contracted Services of \$2,225 and 360-403 Capital Equipment of \$11,875.

380		PARKS & RECREATION
FY 2010-2011	BUDGET REQUEST	\$917,343
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$883,343

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 380 - Parks & Recreation at \$883,343. Vote, all in favor, motion unanimously approved. This provides

for a reduction to 380-313 Contracted Services of \$34,000 (tennis court repair). First Selectman Knickerbocker suggested funding this item in a bond package.

390 EMPLOYEE BENEFITS		
FY 2010-2011	BUDGET REQUEST	\$5,059,561
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$5,059,561

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 390 - Employee Benefits at \$5,059,561. Vote, all in favor, motion unanimously approved.

400 NON GOV'T AGENCY SUBSIDIES		
FY 2010-2011	BUDGET REQUEST	\$23,554
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$18,871

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 400 - Non Gov't Agency Subsidies at \$18,871. Vote, all in favor, motion unanimously approved. This provides for funding in the following manner:

400-333	WECHAR	\$1,000
400-334	Mental Health Center	\$1,000
400-335	Women's Center	\$1,000
400-336	Ability Beyond Disability	\$1,000
400-338	Regional Commission	\$1,000
400-360	Hospice	\$2,500
400-362	Veterans Holding Company	\$5,000
400-372	New Opportunities	\$6,371

405 INTRA GOVT AGENCY SUBSIDIES		
FY 2010-2011	BUDGET REQUEST	\$393,239
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$373,239

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 405 - Intra Govt Agency Subsidies at \$373,239. Vote, all in favor, motion unanimously approved. This provides for a reduction to 405-349 Visiting Nurse Association of \$20,000.

410 UTILITIES, CHARGES & SERVICES		
FY 2010-2011	BUDGET REQUEST	\$2,190,404
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$2,380,404

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 410 - Utilities, Charges & Services at \$2,380,404. Vote, all in favor, motion unanimously approved. This provides for an increase to 410-321 Utilities of \$190,000 (water hydrant cost).

420	MISC. CHARGES & TRANSFERS	
FY 2010-2011	BUDGET REQUEST	\$452,032
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$452,032

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 420 - Misc. Charges & Transfers at \$452,032. Vote, all in favor, motion unanimously approved.

430	SENIOR CENTER	
FY 2010-2011	BUDGET REQUEST	\$133,632
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$126,012

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 430 Senior Center at \$126,012. Vote, all in favor, motion unanimously approved. This provides for a reduction to 430-105 Asst. Center Director of \$3,120, and a reduction to 430-317 Activities of \$2,000. Vote, all in favor, motion unanimously approved. The funding of a Feasibility Study in the amount of \$2,500 was removed and will be recommended to be funded from Contingency, although no motion was made tonight to add to that account; the study itself may be referred to the Public Site and Building Commission.

435	LIBRARY	
FY 2010-2011	BUDGET REQUEST	\$737,618
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$737,618

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 435 - Library at \$737,618. Vote, all in favor, motion unanimously approved.

440	DEBT SERVICE	
FY 2010-2011	BUDGET REQUEST	\$4,539,603
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$4,539,603

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 440 - Debt Service at \$4,539,603. Vote, all in favor, motion unanimously approved.

Barry Curina, Comptroller advised that the refunding of existing bonding, net of issuance cost is anticipated to be \$480,000 which is planned for sometime in March.

450	BOARD OF EDUCATION	
FY 2010-2011	BUDGET REQUEST	\$37,504,875
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$37,504,875

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 450 - Board of Education at \$37,504,875. Vote, all in favor, motion unanimously approved.

460	<u>BOARD OF EDUCATION - BUILDING MAINTENANCE</u>	
FY 2010-2011	BUDGET REQUEST	\$333,335
FY 2010-2011	SELECTMEN'S RECOMMENDATION	\$333,335

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 460 - Board of Education Building Maintenance at \$333,335. Vote, all in favor, motion unanimously approved.

The Board of Selectmen recommended FY 2010-2011 total town and education budget is \$62,653,243.

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 8:35 p.m. Vote, all in favor, motion unanimously approved.

Respectfully submitted,



Wendy Smith, Recording Secretary