



STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

55 MAIN STREET – PO BOX 187
ELLINGTON, CONNECTICUT 06029-0187
www.ellington-ct.gov

BOARD OF FINANCE

JOHN P. RACHEK
Chairman

PEGGY BUSSE
DOUGLAS B. HARDING
DAVID J. OLENDER
BARRY C. PINTO
MICHAEL D. VARNEY

BUDGET DELIBERATIONS APRIL 12, 2018 MINUTES

Board of Finance

Present: J. Rachek-Chairman, P. Busse, D. Harding, D. Olender, B. Pinto,
M. Varney

Others Present: N. DiCorleto-Finance Officer, L. Spielman-First Selectman, Dr. S. Nicol-Superintendent of Schools, B. Greenleaf- Director, of Finance/Operations BOE, T. Webb-DPW Director, G. Feldman-Chief EVFD, P. Hany-Pres. EVAC, E. Graziani-Senior Center Director, R. Tedford-Director P&R, S. Phillips-Director. Hall Memorial Library, J. Halloran-Library Board Chair, B. Feldman and R. Smith-EVFD, A. Foster, T. Palshaw, JI Reporter

Call to Order

Chairman John Rachek called the meeting to order at 7:37 PM.

Citizen's Forum

None

Budget Deliberations FY 2018-19

John Rachek stated that a 1.7 mill increase will not pass a referendum and asked those in attendance for any reductions to their budgets. Dr. Nicol stated that they have capitalized on current fiscal year savings on the bus transportation contract and stated that a return of \$100,000 would be given to the General Fund to offset the 2018-19 budget.

Ms. Busse asked what the Board of Education severance account consisted of. Mr. Greenleaf stated that it is for potential salary increases and contractual amounts and adjustments. There is one bargaining unit under negotiations at this time. When employees exit the system, any severance amounts due them are taken from here.

Mr. Webb stated that the Finance Officer had anticipated an overage in the overtime account as well as the winter materials. He suggested that the overtime account be reduced by \$55,000 and the winter materials give back of \$40,000 leaves \$30,000 to restock the salt done for next year. He offered \$10,000 each from the current budget year from the Town Aid Winter and Town Aid Materials accounts. Erin Graziani offered \$1,000 in custodian overtime and \$1,000 from the programs budget. Mr. Tedford offered \$6,000 from maintenance and \$1,000 from the 250 account that brings his budget back to this year.

Ms. Busse asked if the Board realizes the risk to next year's undesignated fund balance. Mr. Varney stated that each year there is a fund balance going forward and the Board has to look at the current budget.

Mr. Varney asked that the Public Safety Administrator be taken out of this budget until the emergency services study is completed. He felt that a better mission needs to be developed and there is not enough information on this position for him to support it. That reduction would be \$94,950.

Ms. Busse asked about the Fire Marshal vehicle and why it is not in the CIP budget. Mr. DiCorleto stated that the Board of Selectmen were notified that the Fire Marshal would be retiring after the budget was completed, they promoted the deputy and in the agreement a new vehicle would be supplied. Mr. Varney suggested that the vehicle allowance for the Fire Marshal current vehicle be eliminated from the budget also. These reductions would be \$5,700 and \$40,000.

Ms. Busse suggested cutting the Ad hoc Beautification, Trails and Patriotic Committee budgets totaling \$10,900. This was listed for consideration. Mr. Varney and Ms. Spielman both felt that these Ad Hoc Committees do a lot on their own to raise funds and also solicit donations in addition to requesting town funds.

Ms. Busse suggested that in May, when the Library is closed two Sunday's that they close the remaining two Sundays in May. She also suggested that \$11,500 in the salary adjustment account for extra hours for 3 people be eliminated. Mr. Halloran stated that he did not like to see services cut but would deal with whatever budget is given to them.

Ms. Busse asked if the Middle Road field could be postponed this year. Mr. Webb stated that the Poulin's have done a lot of fund raising and the hockey rink is the first item on the agenda, the \$70,000 is for site work only. She asked if the Field Irrigation for \$65,000 could be eliminated. Mr. Webb and Mr. Kidd stated that this is for the High School girls' softball and the boy's baseball field. This field becomes dirt and dust by June without water. Mr. Kidd stated that 5 teams play summer and fall ball on that field. It gets a lot of use and just needs water.

Ms. Busse asked Mr. Hany about the pulse oximeters and he stated that the cost of these will be funded through their charging fund which is for capital items. They will be purchasing 9 of them. Mrs. Feldman stated that they are used to test every patient they see and when one needs maintenance it has to be recertified.

Ms. Busse asked about athletic transportation. Mr. Greenleaf stated it was cut back from the first budget request and that they are increasing their pay for play fee to offset some of the increase.

Mr. Olender asked Mr. Webb if the two trucks in the capital budget could be postponed. Mr. Webb stated that the pickup would be for the custodians that are currently using the old Dog Warden's van, and that the small dump will replace the 1996 GMC stake body. He stated that he would like to see them both remain in the budget, but if the referendum failed, he would give up the pickup.

Mr. Olender asked about staffing requests of the Board of Education. Dr. Nicol stated that they need to sustain the growth in the student population. He is trying to avoid cutting programs and services and is phasing these positions in so that the increases each year are not higher. He is trying to build a staffing model for stem curriculum. Dr. Nicol stated that the Board of Education makes line item cuts based on the dollar amount reductions made by the Board of Finance. Mr. Olender would like to see \$67,967 removed from the Board of Education budget.

Mr. Olender asked if the School Facilities Study should remain as well as the air conditioners in the Middle and Center Schools. He also asked about the BOE classroom furniture item. Dr. Nicol stated that the Facilities Study should remain in the budget due to the budget and growth of the town. The air conditioning of the cafeterias and the furniture were considered for elimination.

Mr. Harding asked if \$8,000 could be cut back out of the GIS System line item, and Mr. DiCorleto agreed that it could. Mr. Pinto asked about the school parking lots and road overlay. Mr. Webb stated that the two Firehouse parking lots as well as Public Works would be done. Any remaining funds would be used to pave the Middle School and High School parking lots. The roads to be done with the overlay funds would be Woodside Acres. He stated with the price of asphalt, the funds will be easily used up.

Mr. DiCorleto introduced a list of additional revenues and expenditures to be reduced totaling \$784,955, which included some of those already discussed. The Board of Education non-lapsing or contingency account was debated and not included in the reductions.

MOVED (HARDING) SECONDED (BUSSE) AND PASSED TO CALL A RECESS AT 9:15 PM WHILE THE FINANCE OFFICER DOES THE CALCULATIONS FOR THE FINAL MOTIONS.

MOVED (HARDING) SECONDED (OLENDER) AND PASSED TO RECONVENE THE MEETING AT 10:50 PM.

MOVED (VARNEY) SECONDED (HARDING) AND PASSED UNANIMOUSLY TO ACCEPT AND APPROVE THE LIST OF REVENUE INCREASES (REDUCTIONS) AND OPERATING EXPENSE (REDUCTIONS)/ADDITIONS BUDGET DOCUMENT FISCAL YEAR 2018-19 ATTACHED.

The following motions were made to approve the 2018-19 Budget:

<p>MOVED (VARNEY) SECONDED (HARDING) AND PASSED UNANIMOUSLY THAT THE SUM OF MONEY RECOMMENDED FOR FISCAL YEAR 2018-19 IS \$58,396,875.</p>		
<p>ALL EDUCATION COST SHARING GRANTS (ECS) ARE DEEMED TO BE APPROPRIATED TO THE BOARD OF EDUCATION.</p>		

TO RECOMMEND TO THE ANNUAL BUDGET MEETING THE FOLLOWING ITEMS:								
GENERAL GOVERNMENT:						\$	15,494,725	
REDEMPTION OF DEBT:						\$	3,044,247	
CONTINGENCY FUND:						\$	200,000	
BOARD OF EDUCATION;						\$	38,301,361	
CAPITAL NON-RECURRING FUND:						\$	1,356,542	
						\$	58,396,875	
TO RECOMMEND TO A TOWN MEETING AN APPROPRIATION OF \$1,356,542								
FOR FISCAL YEAR 2018-19 FOR THE CAPITAL NON-RECURRING FUND,								
SAID APPROPRIATION TO FUND THE FOLLOWING PROJECTS:								
1100 CAPITAL NON-RECURRING FUND								12-Apr-18
						2018-19	ADDS	2018-19
						BUDGET	(REDUCT)	FINANCE
<u>Project Requests</u>						<u>REQUEST</u>		<u>RECOMMEND</u>
Unimproved Road Improvement						\$ 30,000		30,000
Local Capital Improvement Program						\$ 124,107		124,107
Road Overlay						\$ 500,000		500,000
Road Construction-Large/small Bridges						\$ 30,000		30,000
DPW-Small Dump Truck						\$ 70,000		70,000
DPW-Pick-Up Truck						\$ 35,000		35,000
Fire Marshal Vehicle						\$ 40,000	(40,000)	0
Pool Car/Town Staff Vehicle						\$ 30,000		30,000
Human Services/Senior Center Bus						\$ 60,000		60,000
Revaluation						\$ 150,000		150,000
Townwide Sidewalks						\$ 25,000		25,000
Parking Lot Renovations						\$ 70,000		70,000
Field Irrigation						\$ 65,000		65,000
Middle Road Fields						\$ 70,000		70,000
EVAC-Masimo Rad57 Handheld Pulse Co-Oximeter						\$ 42,435		42,435
BOE-District Facilities Study						\$ 25,000		25,000
BOE-Center School Air Conditioning Cafeteria						\$ 48,500	(48,500)	0
BOE-EMS School Air Conditioning Cafeteria						\$ 46,500	(46,500)	0
BOE-Modern Classroom Furniture-EMS/EHS						\$ 30,000		30,000
DEPARTMENT TOTAL						\$ 1,491,542	(135,000)	1,356,542
LESS-FEDERAL/STATE/TRUST FUNDS								
State Grant-LOCIP						\$ 124,107		124,107
State Grant DOT Senior Bus 80%						\$ 48,000		48,000
Ambulance Fee Program						42,435		42,435
TOTAL						\$ 214,542		214,542
NET COST TO TOWN						\$ 1,277,000	(135,000)	1,142,000
CAP NON REC FUND								

BOARD OF EDUCATION GRANTS								
MOVED (PINTO) SECONDED (HARDING) AND PASSED UNANIMOUSLY TO RECOMMEND TO THE ANNUAL TOWN BUDGET MEETING ACCEPTANCE OF PREPAID GRANTS AND FUNDS FULLY REIMBURSABLE FOR THE FISCAL YEAR COMMENCING ON JULY 1, 2018 AND ENDING JUNE 19, 2019 AND TO APPROPRIATE THE SAME TO THE BOARD OF EDUCATION IN A SUM ESTIMATED AT \$1,937,389 AS DETAILED ON EXHIBIT B (ATTACHED)..								

Approval of Leases for the Annual Town budget Meeting May 8, 2018

EVFD ATTACH PUMPER – CPNR Budget Amount \$450,000

MOVED (VARNEY) TO ENTER INTO A 5 YEAR LEASE AGREEMENT FOR THE PURCHASE OF THE EVFD FORESTRY UNIT/ATTACK PUMPER IN AN AMOUNT NOT TO EXCEED \$450,000.

No one seconded the motion, motion died.

MOVED (OLENDER) TO PUT OFF THE PURCHASE OF THE ATTACK PUMPER PENDING THE OUTCOME OF THE EMERGENCY SERVICES STUDY. MOTION SECONDED BY BUSSE. MOTION PASSED, VARNEY VOTED NAY.

HML REROOFING OF NEW PORTION OF BUILDING - CPNR Budget Amount \$300,589

MOVED (VARNEY) SECONDED (PINTO) AND PASSED UNANIMOUSLY TO ENTER INTO A 5 YEAR LEASE AGREEMENT FOR THE HML REROOFING OF NEW PORTION OF BUILDING IN AN AMOUNT NOT TO EXCEED \$300,589.

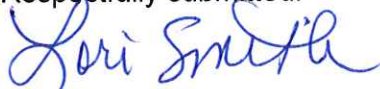
BOE COMPUTER REPLACEMENT CYCLE – CPNR Budget Amount \$285,000

MOVED (VARNEY) SECONDED (HARDING) AND PASSED UNANIMOUSLY TO ENTER INTO A 4 YEAR LEASE AGREEMENT FOR THE PURCHASE OF BOARD OF EDUCATION COMPUTER REPLACEMENT CYCLE EQUIPMENT IN AN AMOUNT NOT TO EXCEED \$285,000.

Adjournment

MOVED (PINTO) SECONDED (OLENDER) AND PASSED UNANIMOUSLY TO ADJOURN THE MEETING AT 11:00 PM.

Respectfully submitted:



Lori Smith, Recording Secretary

ELLINGTON BOARD OF FINANCE
BUDGET DOCUMENT FISCAL YEAR 2018-19

APPROVED AT BOF MEETING-April 12, 2018

INCREASES/REDUCTIONS

Account	Sub	Account Name
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REVENUE INCREASES(REDUCTIONS)

FY 18-19		Tax Collection Rate increased from 98.25% to 98.50%		
FY 18-19		State-Disability Reimbursement	\$ 1,812	\$ 1,812
FY 18-19		State Property Forest	\$ 88	\$ 88
FY 18-19		Appropriation to Fund Balance	\$ 570,207	\$ 570,207
		Revenues-Tax sale	\$ 33,207	
		Ambulance-Add Ons Reimb	\$ 27,000	
		Ambulance-EVAC Reimb P/T	\$ 30,000	
		Board of Education	\$ 100,000	
		950 Insurance	\$ 275,000	
		130-Finance	\$ 5,000	
		DPW-410-Overtime	\$ 55,000	
		DPW-439-Town Rd Aid Winter	\$ 40,000	
		Insurance Prior Year-952	\$ 5,000	
		TOTAL REVENUE INCREASES:		\$ 572,107

OPERATING EXPENSE (REDUCTIONS) /ADDITION

130-60250		Finance-Contracted Services-upgrade of accounting software	\$ (5,000)	
131-50101		Assessor-Assessor Techn to Admin position	\$ (9,955)	
140-50103		Town Clerk-Asst Town Clerk to Admin Clerk	\$ (3,806)	
170-60271		Town Planner-Repairs and Equipment Maint	\$ (200)	
240-50103		ZBA-Recording Secretary	\$ (1,500)	
385		Public Safety Adiminstration	\$ (94,950)	
391-6250		Fire Marshal-FM Vehicle Stipend	\$ (4,209)	
439-6281		Town Road Aid-Winter	\$ (10,000)	
440-6282		Town Road Aid-Materials	\$ (10,000)	
540-511		Parks & Recr-Townwide Maintenance	\$ (6,000)	
550-60250		Parks & Recr-Cultural Arts	\$ (1,000)	
610-50150		Hall Memorial Library-Salary Adjustment	\$ (11,500)	
795-5102		Senior Center-Overtime	\$ (1,000)	
795-60301		Senior Center-Programs	\$ (1,000)	
952-60250		Insurance Prior Year	\$ (4,900)	
930-50149		Social Security-Assessor-Assessor Techn to Admin position	\$ (762)	
930-50149		Social Security-Town Clerk-Asst Town Clerk to Admin Clerk	\$ (291)	
930-50149		Social Security-Public Safety Adiminstration	\$ (6,502)	
950-50151		Insurance-Health Insurance Public Safety Adiminstration	\$ (25,000)	
1090-60250		GIS	\$ (8,000)	
1100		Capital Outlay-Fire Marshal Vehicle	\$ (40,000)	
1100		Capital Outlay-BOE Center School Air Conditioning Cafeteria	\$ (48,500)	
1100		Capital Outlay-BOE EMS Air Conditioning Cafeteria	\$ (46,500)	
		TOTAL EXPENSE REDUCTIONS		\$ (340,575)

Amounts shown in dollars

BUDTAB-2018-19/BOFaddred18-19April12,2018/4/12/2018/1/1

1100 CAPITAL NON-RECURRING FUND			
	2018-19	ADDS	2018-19
	BUDGET	(REDUCT)	FINANCE
Project Requests	REQUEST		RECOMMEND
Unimproved Road Improvement	\$ 30,000.00		\$ 30,000.00
Local Capital Improvement Program	\$ 124,107.00		\$ 124,107.00
Road Overlay	\$ 500,000.00		\$ 500,000.00
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DPW-Small Dump Truck	\$ 70,000.00		\$ 70,000.00
DPW-Pick-Up Truck	\$ 35,000.00		\$ 35,000.00
Fire Marshal Vehicle	\$ 40,000.00	\$ (40,000.00)	\$ -
Pool Car/Town Staff Vehicle	\$ 30,000.00		\$ 30,000.00
Human Services/Senior Center Bus	\$ 60,000.00		\$ 60,000.00
Revaluation	\$ 150,000.00		\$ 150,000.00
Townwide Sidewalks	\$ 25,000.00		\$ 25,000.00
Parking Lot Renovations	\$ 70,000.00		\$ 70,000.00
Field Irrigation	\$ 65,000.00		\$ 65,000.00
Middle Road Fields	\$ 70,000.00		\$ 70,000.00
EVAC-Masimo Rad57 Handheld PIlse Co-Oximeter	\$ 42,435.00		\$ 42,435.00
BOE-District Facilities Study	\$ 25,000.00		\$ 25,000.00
BOE-Center School Air Conditioning Cafeteria	\$ 48,500.00	\$ (48,500.00)	\$ -
BOE-EMS School Air Conditioning Cafeteria	\$ 46,500.00	\$ (46,500.00)	\$ -
BOE-Modern Classroom Furniture-EMS/EHS	\$ 30,000.00		\$ 30,000.00
DEPARTMENT TOTAL	\$ 1,491,542.00	\$ (135,000.00)	\$ 1,356,542.00
LESS-FEDERAL/STATE/TRUST FUNDS			
State Grant-LOCIP	\$ 124,107.00		\$ 124,107.00
State Grant-DOT Senior Bus-80%	\$ 48,000.00		\$ 48,000.00
Ambulance Fee Program	\$ 42,435.00		\$ 42,435.00
TOTAL	\$ 214,542.00	\$ -	\$ 214,542.00
NET COST TO TOWN	\$ 1,277,000.00	\$ (135,000.00)	\$ 1,142,000.00
CAP NON REC FUND			



Ellington Public Schools

47 Main Street • PO Box 179
Ellington, Connecticut 06029

(860) 896-2300

April 3, 2018

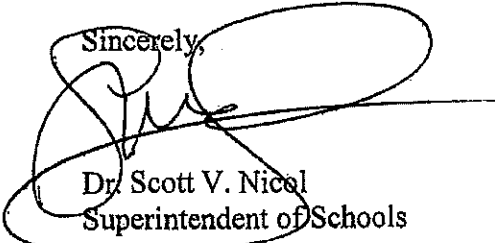
Ms. Lori Spielman
First Selectman
Town of Ellington
55 Main Street
Ellington, CT 06029

Dear Ms. Spielman:

The Board of Education, at its regular meeting on March 28, 2018, unanimously approved the following motion:

“Move to recommend to the Annual Town Budget Meeting acceptance of prepaid grants and funds fully reimbursable for the fiscal year commencing on July 1, 2018 and ending June 30, 2019, and to appropriate the same to the Board of Education in a sum estimated at \$1,937,389 as detailed on Exhibit B.”

Sincerely,



Dr. Scott V. Nicol
Superintendent of Schools

cc: N. DiCorleto
B. Greenleaf

Enclosure

2018-2019 Prepaid Grants

<u>GRANT</u>	<u>ESTIMATE</u>
Title I - Part A: Improving Basic Programs Funds are targeted to improve achievement in reading and mathematics with grant entitlements based on family income indicators.	\$ 75,000
Title II: Part A: Teacher and Principal Training and Recruiting Supports increased student achievement by improving teacher and administrator quality and increasing the number of highly qualified teachers.	\$ 45,000
Title III: Part A: English Language Acquisitions Funds are used to support programs and services for English Language Learners.	\$ 8,500
IDEA - Part B: Section 611 Special Education Entitlement Individuals with Disabilities Education Act Designed to provide funds for the education of disabled children.	\$ 432,205
IDEA - Part B: Section 619 A Preschool Entitlement Designed to provide funds for the education of disabled children ages three to five.	\$ 10,442
Adult Education Matching state funds that help fulfill Ellington's legal obligations related to Adult Basic Education, the High School Adult Credit Diploma Program, the External Diploma Program, and GED Preparation Classes through the Vernon Regional Adult Ed. Program.	\$ 13,392
Perkins- Career & Technology Grant Funds are used to purchase equipment and support for career and technology programs.	\$ 20,000
Choice Funds Funds are used to offset magnet school tuition payments and reflect the number of seats declared by the Board of Education not the number of seats filled which will be significantly lower.	\$ 594,900

School Readiness	
Funding for children from income-eligible families to participate in NAEYC accredited preschool programs. Families pay on a sliding scale based on their income. Grant also provides for the School Readiness Council to offer parent education programs to assist with the development of skills that prepare students to be successful in school.	\$ 150,000
Sheff Settlement – Open Choice Academic and Social Support	\$ 95,000
Funds facilitate the development of programs and activities to support the success of students in the Choice Program.	
Summer Programs	\$ 30,000
Fees paid by parents to allow their children to attend self-funded summer programs.	
Preschool Tuition Funds	\$ 162,950
Fees paid by parents of "typical peer students" attending the district's special education reverse mainstream preschool program.	
Academic Enhancement	\$ 50,000
Fees paid by families for extended day/year programs.	
Other federal and state prepaid grants which might be applied for.	\$ 250,000
TOTAL	\$ 1,937,389